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COUNTY OF SOLANO

FINAL BUDGET
FISCAL YEAR 1994-1995

Recommended by:
Michael D. Johnson
County Administrator

Compiled by:
William Eldridge
Auditor-Controller

The lithograph on the cover by J.H. Dunlop shows Mare Island in December, 1855, after the floating drydock had been assembled. The dock, which was the only drydock on the west coast for many years, came around the Horn from New York. The frigate USS INDEPENDENCE is shown in the drydock.

Illustration courtesy of The Vallejo Naval and Historical Museum.

COUNTY OF SOLANO

FINAL BUDGET

FISCAL YEAR 1994-95

BOARD OF SUPERVISORS:

WILLIAM J. CARROLL, CHAIRMAN
DISTRICT 4

BARBARA KONDYLIS, VICE CHAIRWOMAN
DISTRICT 1

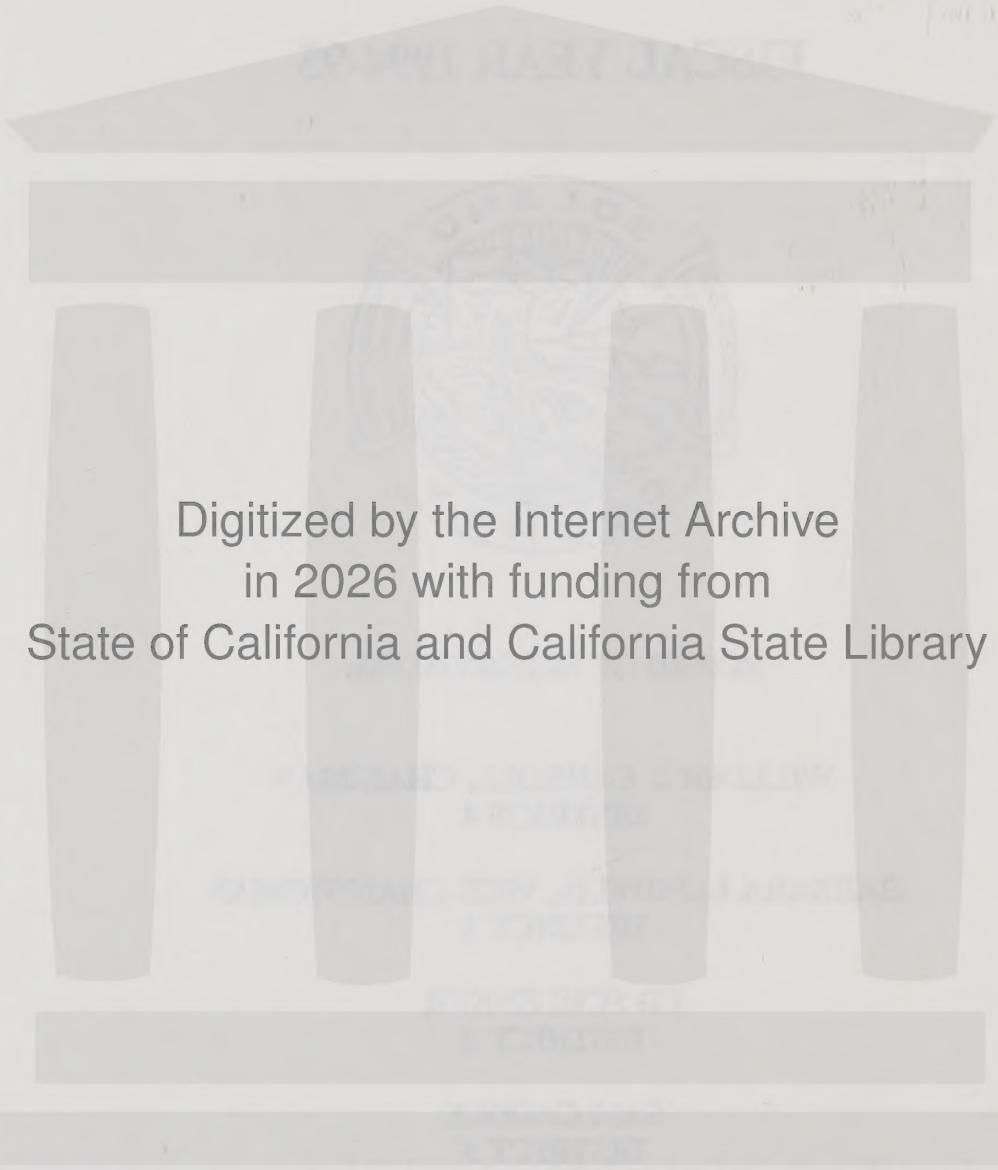
ED SCHLENKER
DISTRICT 2

SAM CADDLE
DISTRICT 3

SKIP THOMSON
DISTRICT 5

Recommended by:
Michael D. Johnson
County Administrator

Compiled by:
William Eldridge
Auditor-Controller



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OFFICE OF THE AUDITOR-CONTROLLER

WILLIAM A. ELDRIDGE
COUNTY AUDITOR-CONTROLLER

600 TEXAS STREET
FAIRFIELD, CALIFORNIA 94533-6382
PHONE (707) 421-6280

SIMONA PADILLA-SCHOLTENS
CHIEF DEPUTY

SUSAN BOSTICK
FINANCIAL SYSTEMS MANAGER

October 27, 1994

Board of Supervisors
580 Texas Street
Fairfield, California 94533

Dear Board Members,

It is the pleasure of the Auditor-Controller's Office and the County Administrator's Office to present the Final Budget document to your Board. The preparation of this Final Budget document has been a joint effort between our two offices. This is the first time we have incorporated text from the Proposed Budget with the financial data in the Final Budget document, with the expectation the information will be more meaningful to the general public, employees, department heads and your Board.

The document accurately reflects the County's financial position at the beginning of the 1994/95 fiscal year. While the financial picture for the State of California has declined significantly over the past few years, Solano County's financial position is generally considered positive. This can be largely attributed to the direction provided by your Board and the conservative spending plans adopted. Based on the information known at the beginning of this fiscal year, the Final Budget reflects a conservative and realistic spending plan for the County.

There have been many people who have dedicated a tremendous amount of time and effort in making this document possible. This has been a particularly successful budget cycle due to the level of cooperation between our two offices. Susan Bostick deserves recognition for serving as the project manager in compiling of this document. Quang Ho for her role throughout the budget preparation cycle as the Budget Coordinator as well as the Budget Analyst for the General Government Departments. Dorothy Lambrecht and Tamie Tvrdik for their clerical support. The entire staff of the County Administrator's Office under the direction and guidance of Darby Hayes for their work preparing the Budget. The General Services Reprographic Division for producing a quality document including the color graphs. And last but not least, for their endless automation ideas, we would like to thank staff from Business Records Corporation.

Respectfully Submitted,

William A. Eldridge
Auditor-Controller

Michael D. Johnson
County Administrator

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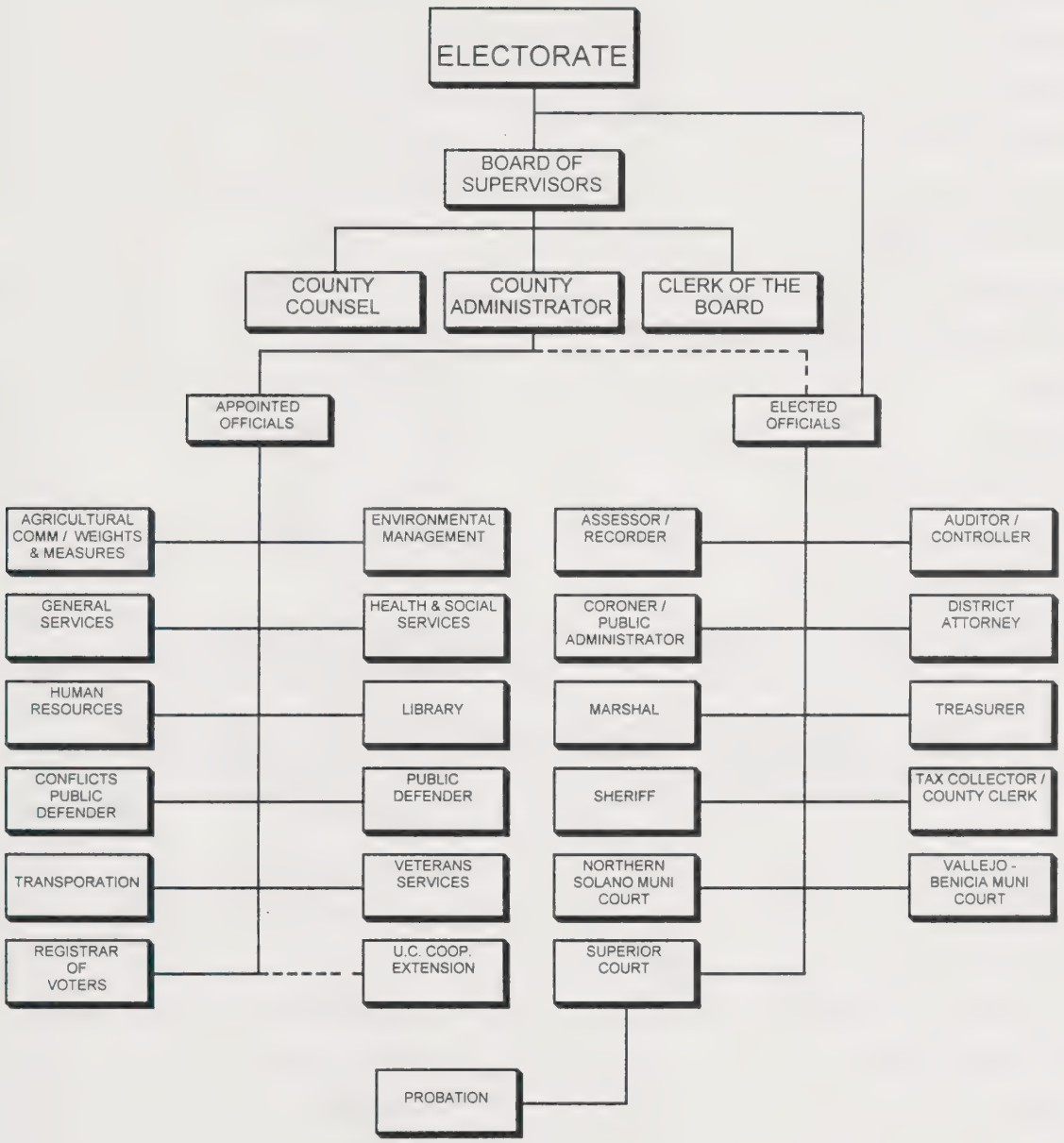
ORGANIZATIONAL CHART
AND
DEPARTMENT HEAD LISTING

SOLANO COUNTY GOVERNMENT ORGANIZATION
JUNE - 1994



------ Personnel / Budgetary Controls Only

SOLANO COUNTY

DIRECTORY OF OFFICIALS

Ag Commissioner/Sealer of Weights & Measures	Susan Cohen	421-7465
Assessor/Recorder	Bob Blechschmidt	421-6200
Auditor-Controller	William Eldridge	421-6280
Clerk of the Board	Linda Terra	421-6120
Conflicts Public Defender	Lorraine Voss	421-6755
Cooperative Extension	Lawrence Clement	421-6790
Coroner-Public Administrator	Jim O'Brien	421-7500
County Administrator	Michael Johnson	421-6100
County Clerk (See Tax Collector/County Clerk)		
County Counsel	Tom Gordinier	421-6140
District Attorney	Dave Paulson	421-6800
Environmental Management	John Taylor	421-6765
General Services	Birgitta Corsello	421-7900
Health & Social Services	Don Rowe	421-6643
Human Resources	Susan Harrington	421-6170
Library	Ann Cousineau	421-6510
Marshal	Bob Grate	553-5207
No. Solano Muni Court Executive Officer	Dennis Gravelle	421-7400
Probation	Mike Robak	421-7564
Public Defender	Marvin Brookner	421-6700
Registrar of Voters	Pat Kemper	421-6675
Sheriff	Al Cardoza	421-7030
Superior Court Executive Officer	Chuck Ramey	421-7820
Tax Collector/County Clerk	Virginia Ryan	421-7485
Transportation	John Gray	421-6060
Treasurer	Bob Stow	421-6295
Vallejo/Benicia Muni Court Executive Officer	Nancy Piano	553-5271
Veterans Services	Lee Royston	421-6590

COUNTY ADMINISTRATOR'S BUDGET MESSAGE

COUNTY OF SOLANO FISCAL YEAR 1994-95

COUNTY ADMINISTRATOR'S BUDGET MESSAGE

DATE: August 23, 1994

TO: Board of Supervisors

FROM: Michael D. Johnson, County Administrator
William A. Eldridge, County Auditor Controller

RECOMMENDATION

It is recommended that the Board of Supervisors accept this document as the Final Budget, and adopt the attached FY94/95 Final Budget Resolution

SUMMARY

The Final Budget for Solano County for FY94/95 provides for total Financing Uses of $373,719,525. This number includes some $55.33 million in interfund transfers and $7.76 million in Designations and/or Reserves. Excluding these adjustments, the Final Budget for FY94/95 totals **$310,617,138**.

On the surface, the $373.71 million Financing Uses number varies significantly from the FY93/94 Final Budget. This increase is due to several major changes in fund designations, increases in Health and Social Services, use of Prop 172 funds and the purchase of the Solano Park Hospital Building and adjacent property. The bulk of the "increase" is a direct result of the establishment of separate Funds for Trial Court Funding, Public Safety and Health and Social Services, which will now receive a "Transfer-in" as the County's contribution from the General Fund instead of Net County Cost. Due to this change in the method that General Fund costs are allocated to these new Funds, "paper" only transactions from the General Fund artificially inflate the Budget by over $55.33 million. Adjusting for these transfers out, the Final Budget is **$310,617,138**.

The adjusted Budget represents an increase of approximately $39 million over the FY93/94 Final Budget which is due primarily to a $16 million increase in Health and Social Services, approximately $11 million in additional Prop 172 funds and the $8.8 million related to the Solano Park Hospital (NME) purchase, Capital Projects and others of $3.2 million. Detailed explanations of all the issues dealing with the increases are outlined later in this Budget Message.

In terms of County operations, this is basically a "status quo" budget that provides for modest increases or decreases in most departments. While there are several reductions of vacant positions, the Budget does not include any lay-offs. Several departments have significantly increased their budgets due to the infusion of Prop 172 funds, the Trial Court Funding

Memorandum of Understanding and increases in Health and Social Services revenues. These increases had a minimal impact on Net County Cost (NCC). It should be noted that there is currently little concrete information relating to the potential impact of the State's efforts to balance its budget and the potential for further take-backs of County funds should the State's expenditures/revenues problems cause the automatic budget reduction "trigger" to be enacted. While this budget makes provisions for impacts of which we are currently aware, we may be required to make major revisions in the Budget during mid-year if State budget decisions dictate.

BUDGET GOALS AND OBJECTIVES

The County Budget sets forth the foundation for major Board policy actions and provides a fiscal "road map" for the direction of County government to follow, now and in the future. As such, the County Budget represents the single most important document that is prepared, reviewed and approved on an annual basis.

Continuing on the course started last year, there are a number of procedural and format changes incorporated into this document that are different from past practice. The intent of these changes, which are part of an ongoing process, are to:

- More accurately reflect major changes that have occurred in governmental organization and funding.

- Make the Budget document a more user friendly and readable document in order to inform the public about County government operations and funding.

This will be an ongoing process that will take several more years to fully implement. While many of the changes have been incorporated into the process and look of the Budget, the basic principles, goals and objectives of Solano County that have been approved in the past, are maintained throughout this document.

The basic and fundamental goals and objectives serving as a foundation for this Budget include:

- The Budget must be balanced so that estimated revenues equal appropriations;

- The Budget should be balanced with ongoing and known revenue sources equaling ongoing and reasonably expected expenses;

- To the extent possible, one-time money should not be used for ongoing operations;

- Service levels should be maintained at the highest possible level, within funding constraints;

- Prudent Contingencies and Reserves should be maintained to guard against future uncertainties and to help offset known budgetary shortfalls as identified within the County's Five Year Fiscal Forecast;

- Discretionary revenues should be maximized to allow for Board options to fund beneficial, local programs and services;

- Accuracy and accountability for all County officers in estimating and monitoring both revenues and expenses for the fiscal year should continue to be encouraged and improved;

- The Budget should be an informative document that provides the Board and the public with accurate information in an easily understood format;

- The Budget should, where ever possible, anticipate and make provisions for the uncertain financial nature of State funding for County operated programs;

In reference to the above stated goals and objectives, there are several policy guidelines that were followed in developing this Budget:

- The use of Proposition 172 funds was maximized to provide for increased levels of services in eligible departments. In maximizing the use of these funds, staff followed the guidelines established by the Board in March 1994. In all instances the Prop 172 funds allocated to departments fit within the agreed to ratios. In anticipation of potential State budgetary impacts, this Budget provides for $380,000 to remain in trust in the Public Safety Trust Fund.

- Due to the uncertainties in how much additional revenue the State has or may siphon off this year, the Budget includes several instances in which we have anticipated budgetary or policy changes that have a significant impact on County finances. These assumptions will be dealt with in detail later in this Message, but they include cuts in health and welfare programs, a complete takeover of Trial Court Funding by the State, imposition of Maintenance of Effort (MOE) provisions for Prop 172 revenue and an elimination of the property tax shift formula that provided Solano County with approximately $3.3 million in unanticipated revenues in FY93/94. This $3.3 million property tax "windfall" was set aside from the June 30, 1994 Fund Balance in order to repay the State as required by the legislation that requires a retroactive return of these monies over a two-year period.

- With respect to maintaining prudent County reserves, the Budget contains $2.85 mllion in General Fund Reserves for Contingency and maintains $2 million in General Fund Reserves. The combined total of Contingency and Reserves is less than the combined $5.1 million included in the FY93/94 Final Budget.

- In terms of minimizing the use of one-time monies for on-going operations, this Budget falls short in one significant area: approximately $918,699 in General Fund reserves are being used to balance the Budget.

The following sections of this Budget Message are intended to provide an overview of Budget format changes, possible impacts of State budget actions and an explanation of assumptions used in developing the Final Budget.

BUDGET FORMAT CHANGES

Three major changes were made in the Budget format for FY 94/95:

- A new format for the title page of the individual department budgets which clarifies what the budget unit is and who is responsible for the budget. As can be seen from reviewing the individual budget summaries, the name of the budget unit is now clearly identified in large print in the middle of the top portion of the first page of the fiscal summary (Schedule 9) and the individual responsible for the budget is identified in bold print in the upper right hand portion of the page just below and to right of the budget unit title. With this new format, individuals not familiar with county budgets should be able to easily find/identify an individual budget unit and the person responsible for the management of that budget.

- A major expansion of the narrative portion of the individual department budgets which includes a departmental mission statement, significant achievements during the past fiscal year and major goals and objectives for the coming year. While this first attempt to put this information into the budget document appears somewhat ragged in terms of the completeness of information supplied by some departments, this information provides a significant start in moving from a traditional line item budget format into a mission driven, program oriented budget. As we work with departments to refine mission statements and assist them in developing mutually agreed to goals and objectives, the Board and the public will begin to have solid information as to the mission/objectives of County departments and will have some identifiable yardsticks with which to judge the delivery of programs and services. During the coming year, we expect to refine this portion of the budget so that the Board will have better insights into program impacts associated with any changes in levels of funding.

- In anticipation of major shifts in State funding and to help eliminate confusion as to how General Fund monies are blended with restricted monies (Trial Court Funding, Prop 172, etc.) in a number of County programs, this budget establishes three new Funds that contain a number of departments formerly included in the General Fund. A confusing outcome of establishing these new funds is the artificial inflation of the overall Budget. Because the General Fund's contribution to each of the Funds results in a double accounting of monies, as required by the County Budget Act, the total County Budget is inflated by approximately $55.33 million.

  Under this new format, because departments in the new Funds are no longer included in the General Fund, monies from the General Fund will show as a revenue to the new Funds in the form of a transfer out of the General Fund, not as a Net County Cost. This is analogous to having a business in which all receipts are deposited in a single clearing account and then later transferred into multiple checking accounts to pay bills. If you deposit $1,000 into the clearing account, you will eventually have to account for $2,000 in transactions, even though you have used only $1,000 in actual funds.

  Although establishing these new Funds will lead to some initial confusion, we feel they are necessary for the following reasons:

- **PUBLIC SAFETY FUND** - Due to the apparent confusion surrounding the allocation of Prop 172 funds it is prudent to group all departments who are eligible for Prop 172 monies into one fund. In this manner, it will be easy to show the public that all Prop 172 monies are appropriated to eligible departments and, based on the single contribution from the General Fund, to show whether Prop 172 funds are being used to supplant General Funds.

- **TRIAL COURT FUNDING FUND** - During the past several years, the County has engaged in sometimes fractious negotiations with the Courts as to the allocation of Trial Court Funding revenues. The establishment of this Fund should make it easily understood by all parties to these negotiations what the true costs of court operations are, especially the General Fund contribution. In addition, it appears that there is an ongoing interest in the Legislature for the State to very real possibility that the State will assume total responsibility for the operation of the trial courts in the near future. By isolating all the County's courts within this Fund, we should be in a much better position to negotiate with the State over the impacts involved with such a transfer.

- **HEALTH AND SOCIAL SERVICES FUND** - During the past several years, the County has been in the process of consolidating several former departments/functions into a Health and Social Services Department. As a result, this large department had accounted for (prior to the establishment of the new Fund) approximately 60% of the General Fund, even though the vast majority of its funding comes from non-General Fund sources. This has led to confusion on the part of County staff, Board members and the public as to what effect many of the Department's functions have on the General Fund. With the myriad of Department funding sources and the various levels of County match, this confusion over true General Fund costs has arisen anytime the Department has proposed major changes in programs and/or services. With a single General Fund contribution to the Health and Social Services Fund, any such confusion should end.

STATE BUDGET IMPACTS

The State adopted its FY94/95 Budget in July. The County was immediately impacted by three major actions: repayment to the State, by June 30, 1996, of the $3.3 million in property taxes "erroneously withheld from the ERAF" in FY93/94; a $1.9 million reduction in the anticipated amount of Trial Court Funding revenues; and a $1.3 million State "takeaway" of General Funds to be offset by increased SB 910 collections. These actions are explained in greater detail below. Information relating to other potential State Budget impacts is also included.

- **"TRIGGER", SB 1230 SENATE BUDGET AND FISCAL REVIEW** - As part of the State Budget compromise, "trigger" language was contained in SB 1230 to project the unsued borrowable resources of the State on June 30, 1995 and compare this projection to the estimate of unused borrowable resources used in the official statement accompaying the revenue anticipatation warrants issued by the State during July, 1994. The "trigger" reductions are activated if the difference between the two estimates

exceeds $430 million. At the time of this writing, distance from the trigger is $56 million. If the trigger is "pulled", unprotected State General Fund expenditures will be reduced by the ratio of the 1995 General Fund cash shortfall to the unprotected General Fund expenditures for the remainder of the year. If this happens, the effect on counties, and Solano County in particicular, could be as devastating as the property tax shifts of FY92/93 and FY93/94.
In anticipation that the trigger reductions may be activated some time in early 1995, we recommended that $500,000 be added to Genreal Fund Contingency to cover any immediate unforseen reductions from the State.

- **TRIAL COURT FUNDING** - While the possibility appears more remote than several months ago, the anticipated State takeover of all trial courts (Superior, Municipal and Justice) may finally happen this fiscal year. If such a takeover simply results in the loss of Trial Court Funding revenues, court fines and an amount equal to the County's current contribution to the courts, this takeover would have a neutral effect on County finances and could have a positive long-term effect. However, if the State also takes all bail/fine enhancements and other non court related revenues generated through court functions and does not recognize this loss to the County, the net effects of the reductions would be a loss of funds for Debt service (Courthouse Construction and Criminal Justice Facility Funds), abandoned vehicles, drunk driver prosecution, worker's compensation fraud prosecution and insurance fraud prosecution.

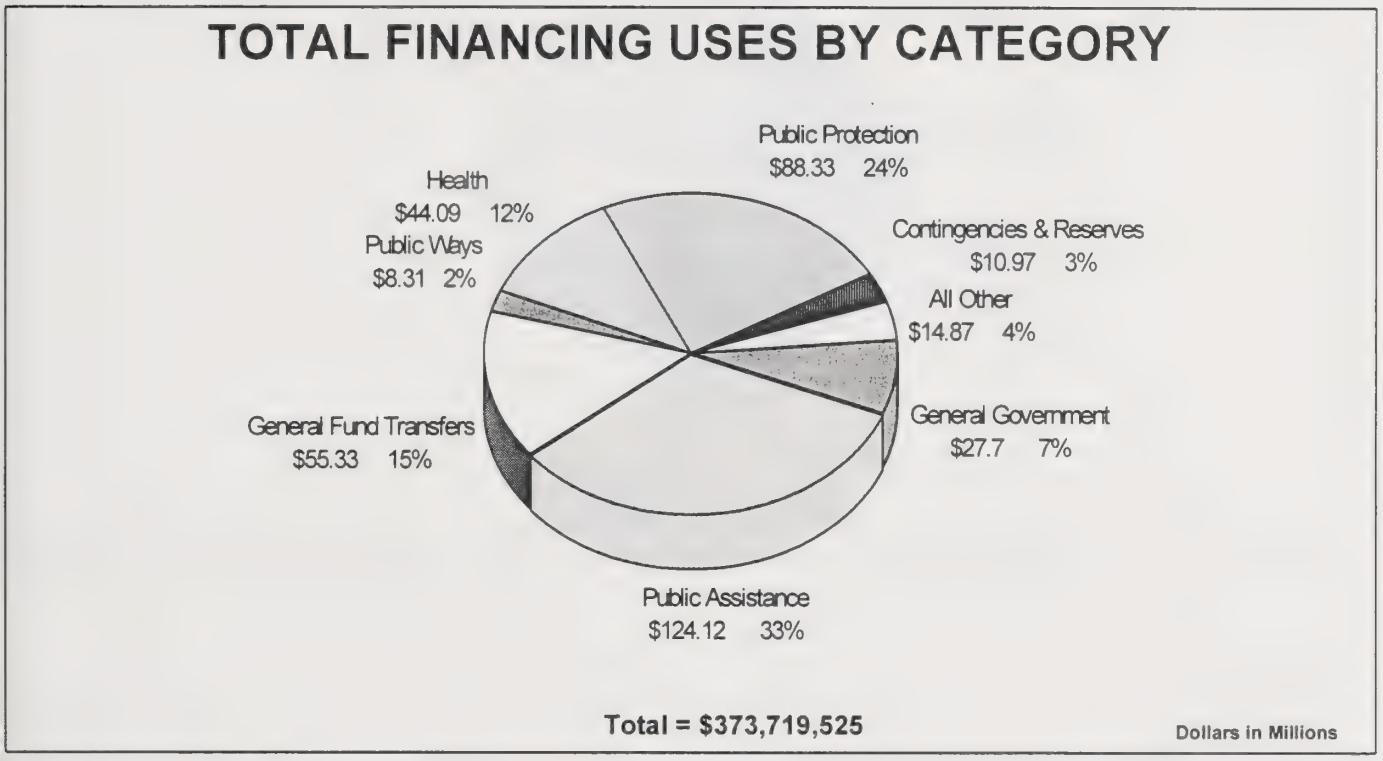
- **HEALTH/WELFARE IMPACTS** - The State made several changes in health/mental health/welfare benefits and programs. Most were minor and their impacts will not be determined until later in the year. However, two actions may/will have a major impact on the County: the State is requiring the County General Fund to pay it $1.3 million, with the expectation that the County will be able to increase its SB 910 claims to the Federal government to offset this loss; and the change in AFDC grant amounts may result in a slight reduction in County Contribution to the Health and Social Services Fund, but will require the County to enact the changes, thus directing any controversy for the changes to the County and not the State.

- **CORRECTION IN FY93/94 PROPERTY TAX SHIFT FORMULA** - As outlined above, the State eliminated the FY93/94 property tax shift formula that resulted in over $600 million less in revenues to the schools (ERAF) than anticipated by the State. As part of the FY94/95 Budget legislation, the State is requiring that counties reimburse them over a two-year period for each County's pro-rata share of the $600 million shortfall. Based on the State formula, the County will lose the $3.3 million "windfall" we received this year and, as a result, we have reduced our property tax revenue estimates for FY94/95 by $3.3 million. We have also set aside the $3.3 million as a reserve/ designation to repay the State by June 1995.

BUDGET REQUIREMENTS

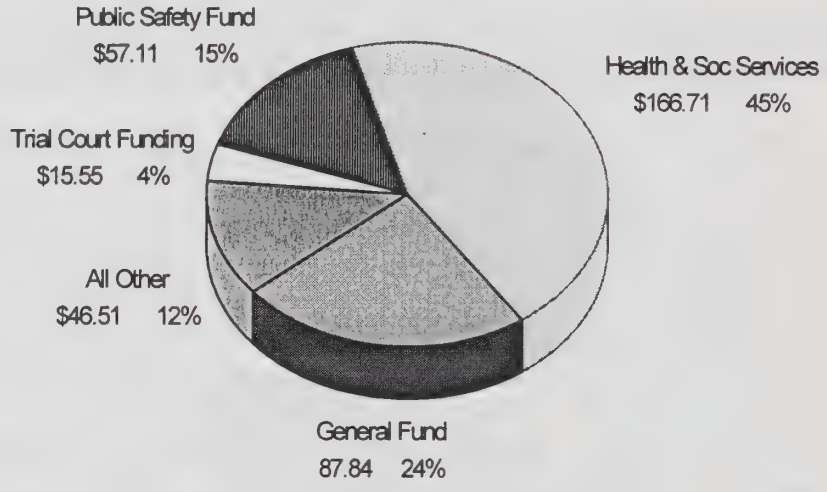
The total "roll-up" Budget for Solano County for FY94/95 is $373,719,525. This number, according to the County Budget Act, is a complete "roll-up" Budget which includes inter-fund transfers from the General Fund of $55.33 million to Other Operating Funds as well as $6.78 million in Reserves and Designations required mainly for the Health and Social Services PERS set aside and the property tax take back by the State of California. Additionally, there is $984,755 for Reserves from the Library Fund, Law Library Fund, the Transportation Fund and Capital Asset Financing.

The following pie graph, Total Financing Uses by Category, indicates the dollar expenditure and percent of total for each of the functional areas required within the County Budget Act. As shown, Public Assistance representing a total budget requirement of $124.12 million represents the single largest category of County expenditures at 33.2%. Public Protection, the second largest, represents $88.33 million and 23.6% of the total.



The Total Financing Uses By Fund graph below indicates the various Funds that are included within the total "roll-up" Budget. As shown, the General Fund at $87.84 million only represents 24% of the total budget. It should be noted, this number also includes the $6.8 Reserve Designation referenced above with respect to the Health & Social Services PERS set aside as well as the property tax take back. The newly established Health and Social Services Fund represents the single largest category within the budget at $166.71 million, representing 45% of the total. The Public Safety Fund represents $57.11 million or 15% of the total, while the newly established Trial Court Funding Fund represents $15.55 million in expenditure requirements or 4% of the total. The All Other category includes many smaller Funds such as Capital Outlay, Library, D.A. Family Support and Transportation.

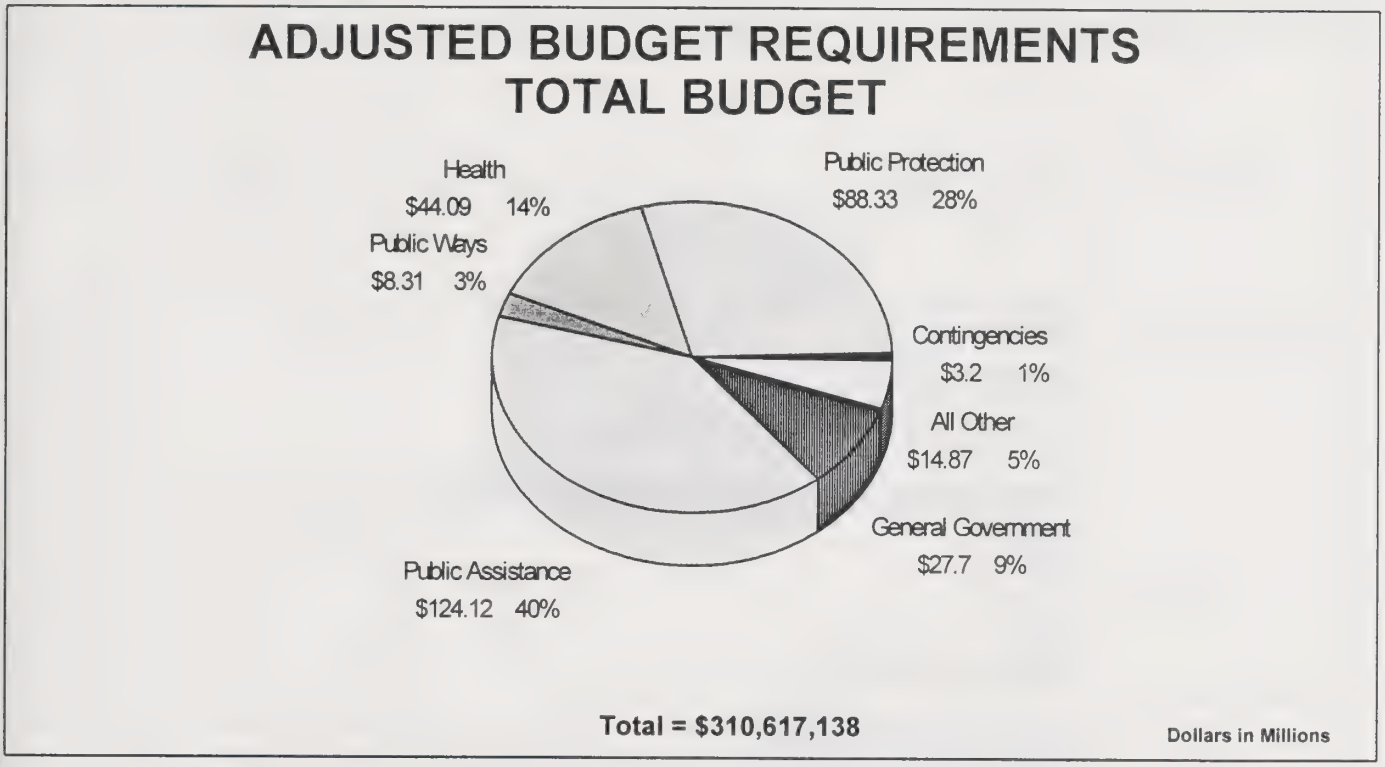
TOTAL FINANCING USES BY FUND



Total = $373,719,525

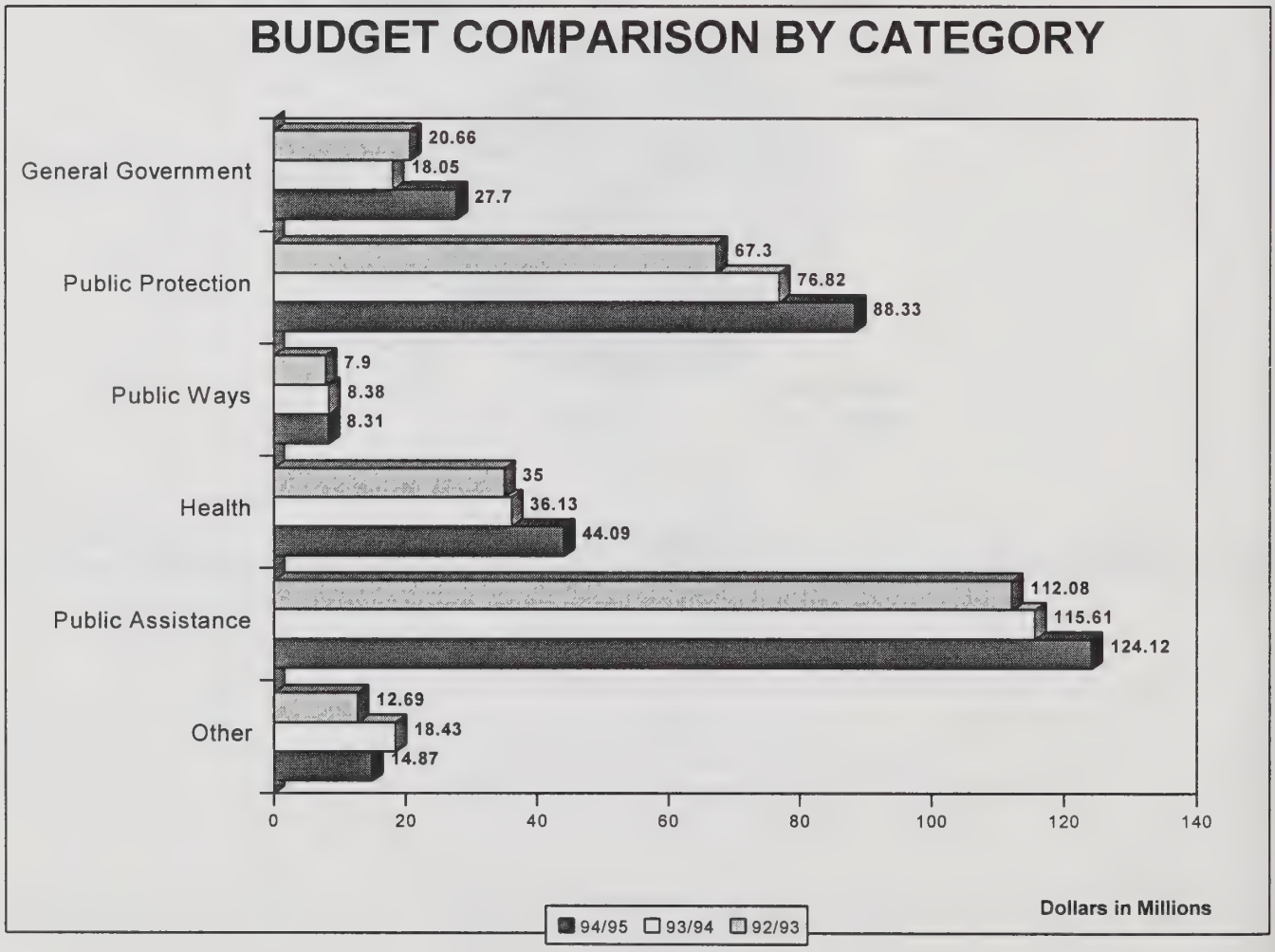
Dollars in Millions

The Adjusted Budget Requirements - Total Budget graph below for Solano County for FY94/95 totals $310,617,138. This number more accurately reflects the true needs of Solano County with respect to providing services for FY94/95. Excluded from this number is the $55.33 million expenditure from the General Fund to the newly established funds as referenced above as well as the Reserve Designations of $7.76 million. As shown, Public Assistance remains the largest functional category within the Budget, requiring a full 40% or $124.12 million of the budget requirements. Public Protection is the second largest category at $88.33 million, requiring 28% of the total County resources. These two categories are followed by Health at 14% and General Government at 9% respectively. The Contingency category, representing $3.20 million includes a $2.85 million General Fund Contingency and $346,983 for Library Fund Contingency.



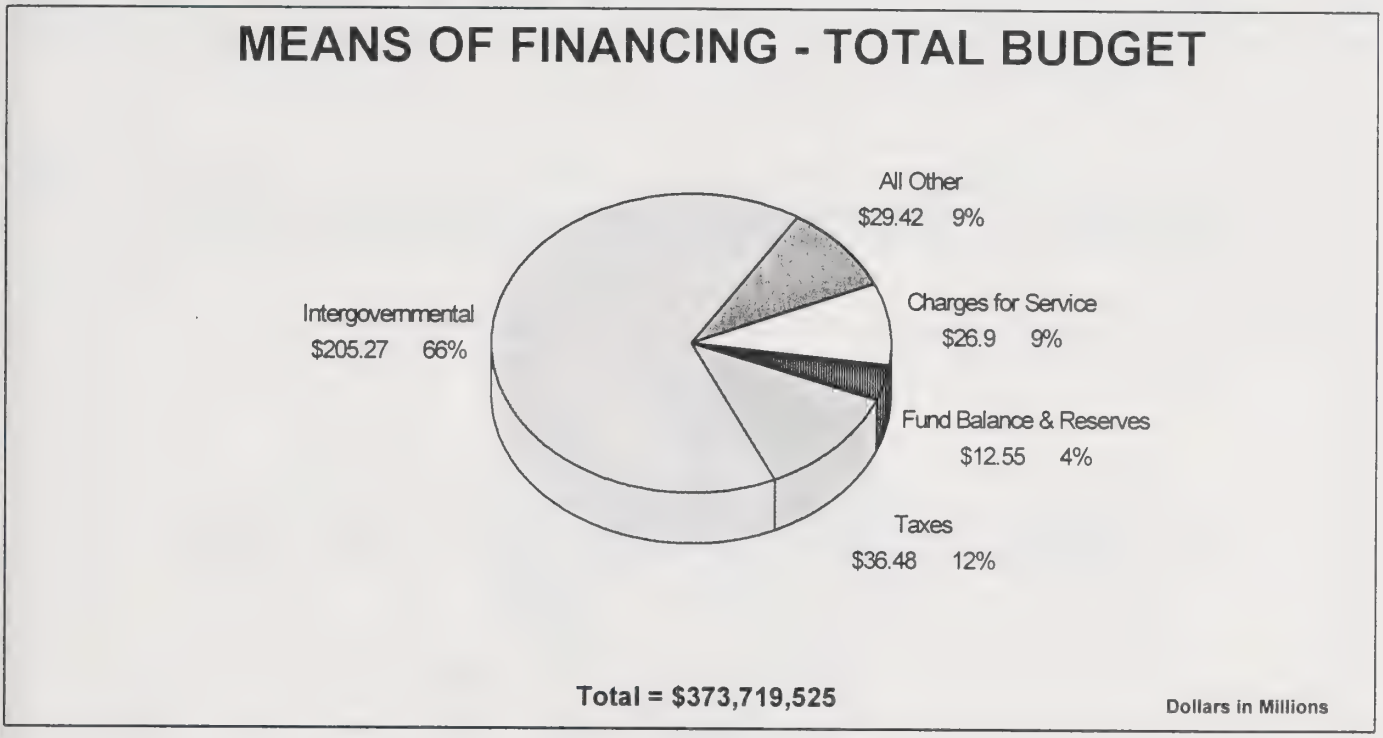
In the following bar graph, a Budget Comparison by Category is provided from FY92/93 to FY94/95. As this graph illustrates, there has on the surface been growth in many of the functional category areas required under the County Budget Act. It should be noted that the apparent increase in General Government from $18.05 million for FY93/94 to $27.70 million for FY94/95 can be offset with the subtraction of the budgeted expense associated with the Solano Park Hospital National Medical Enterprises (NME) building and surrounding land purchase for Health and Social Services. Adjusting for this one expenditure brings the General Government total expenditure down to $18.90 million which is comparable to FY93/94. Significant increases are shown within Public Protection and Health and Public Assistance.

It should be noted that the dollar amount indicated for the FY93/94 Budget of $273 million needs to be adjusted by approximately $40.6 million to reflect the technical budget amendment that was made late in the year in order to bring the budget records into accord with actual expenditures and means of financing. This adjustment was required due to the refinancing of the Criminal Justice Center in the fall of 1993.



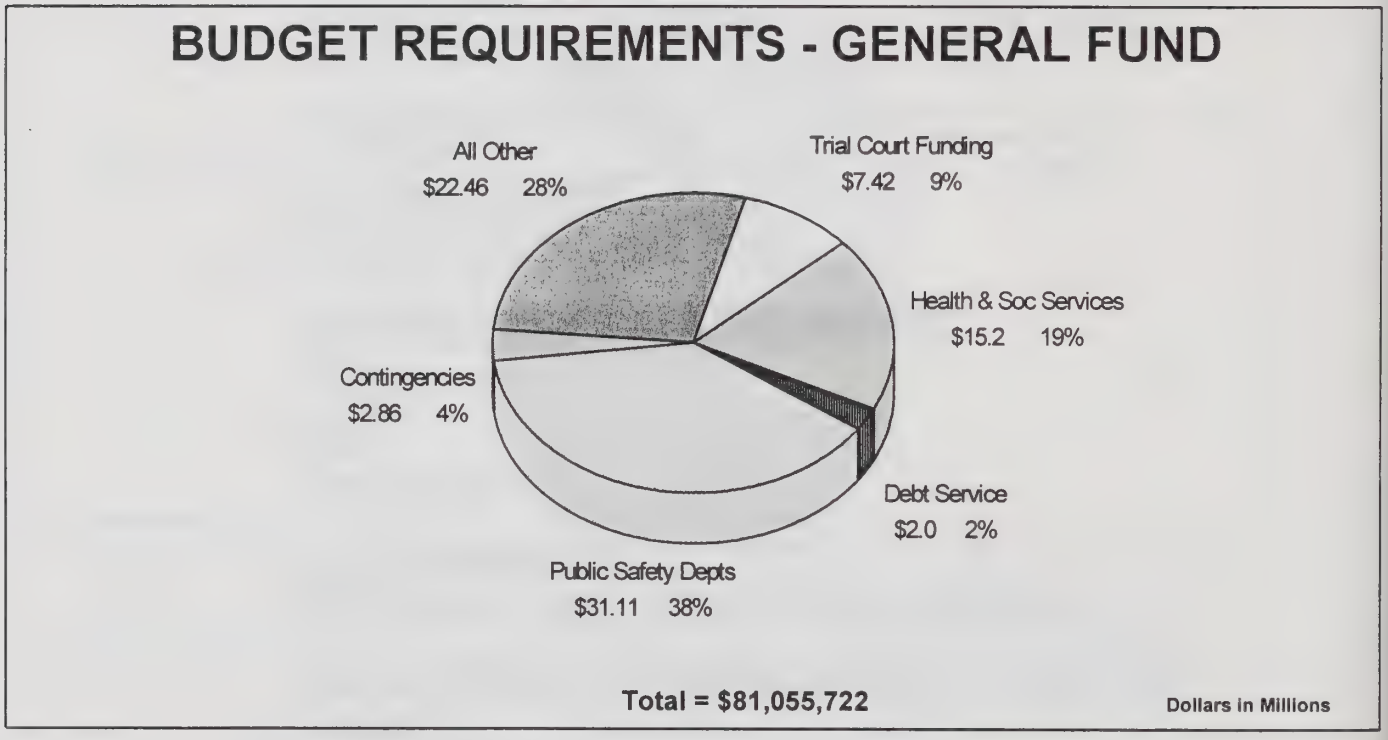
MEANS OF FINANCING

The Means of Financing - Total Budget graph is shown below. The single largest revenue source for the County Budget is within the area categorized Intergovernmental which represents $205.27 million or 66% of the total. Taxes from all sources, including property taxes and sales taxes represent the second largest category of $36.48 million or 12%. The next two categories are Charges For Services and All Other which bring in $26.9 and $29.4 million respectively. Fund Balances from all the County Operating Funds and Reserves are approximately $12.55 million. In order to balance the Budget, it was necessary to utilize $918,699 from General Fund Reserves.



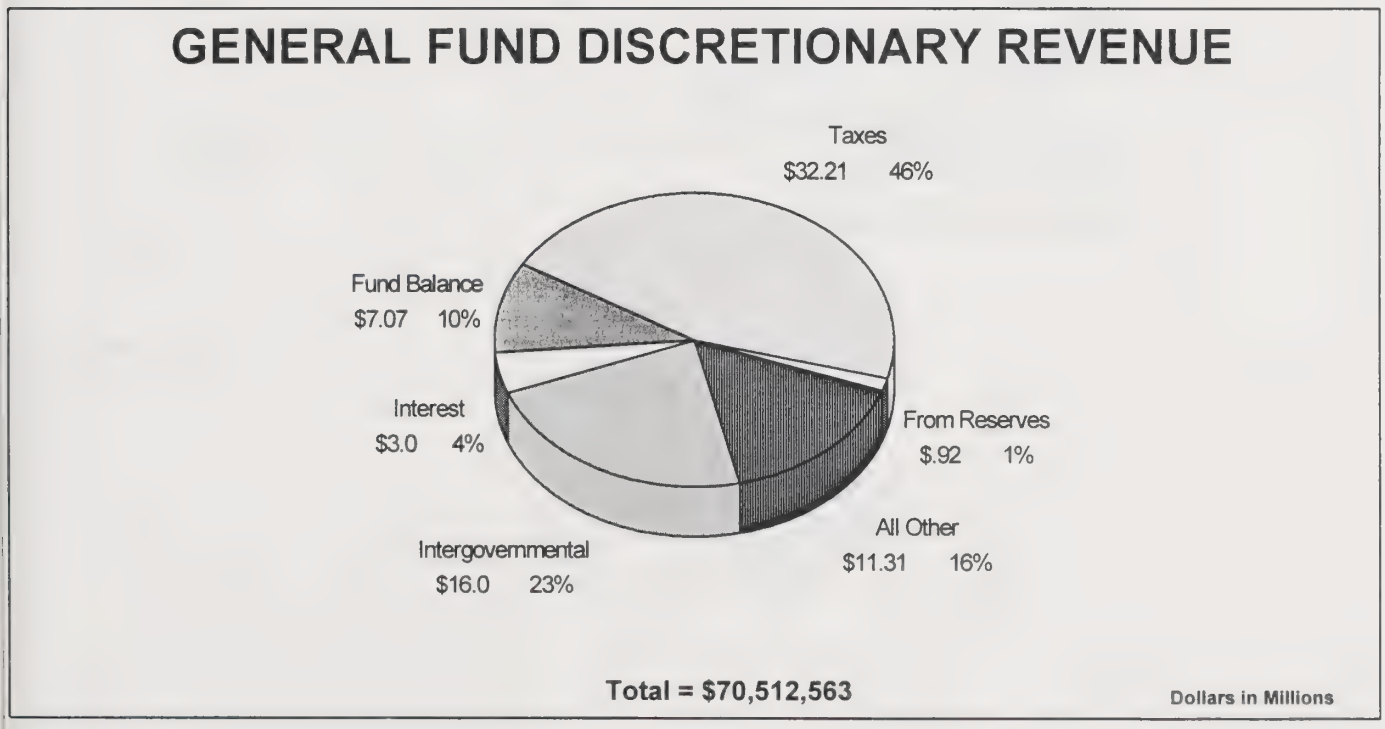
GENERAL FUND REQUIREMENTS

The Budget Requirements - General Fund graph portrays a total of $81,055,722. The $81.05 million figure excludes the $6.78 million set aside to reflect the $3.4 million Health and Social & Services PERS pay back as well as the loss of $3.3 million of property tax monies shifted to the State. As shown, Public Safety departments require the single largest amount of General Fund dollars at $31.11 million or 38% of the total. This number represents the General Fund's contribution to the Public Safety Fund and is equivalent to "Net County Cost". The Health and Social Services Fund is the second largest category of expenditures for a single functional area at $15.2 million, representing 19% of the total. The Trial Court Funding Fund required a transfer from the General Fund of $7.42 million, representing 9%. The All Other category not only includes General Government, but all of the General Fund operating departments, some of which are included under Public Protection within the County Budget Act, including the Agricultural Commissioner, Environmental Management, Coroner, etc.

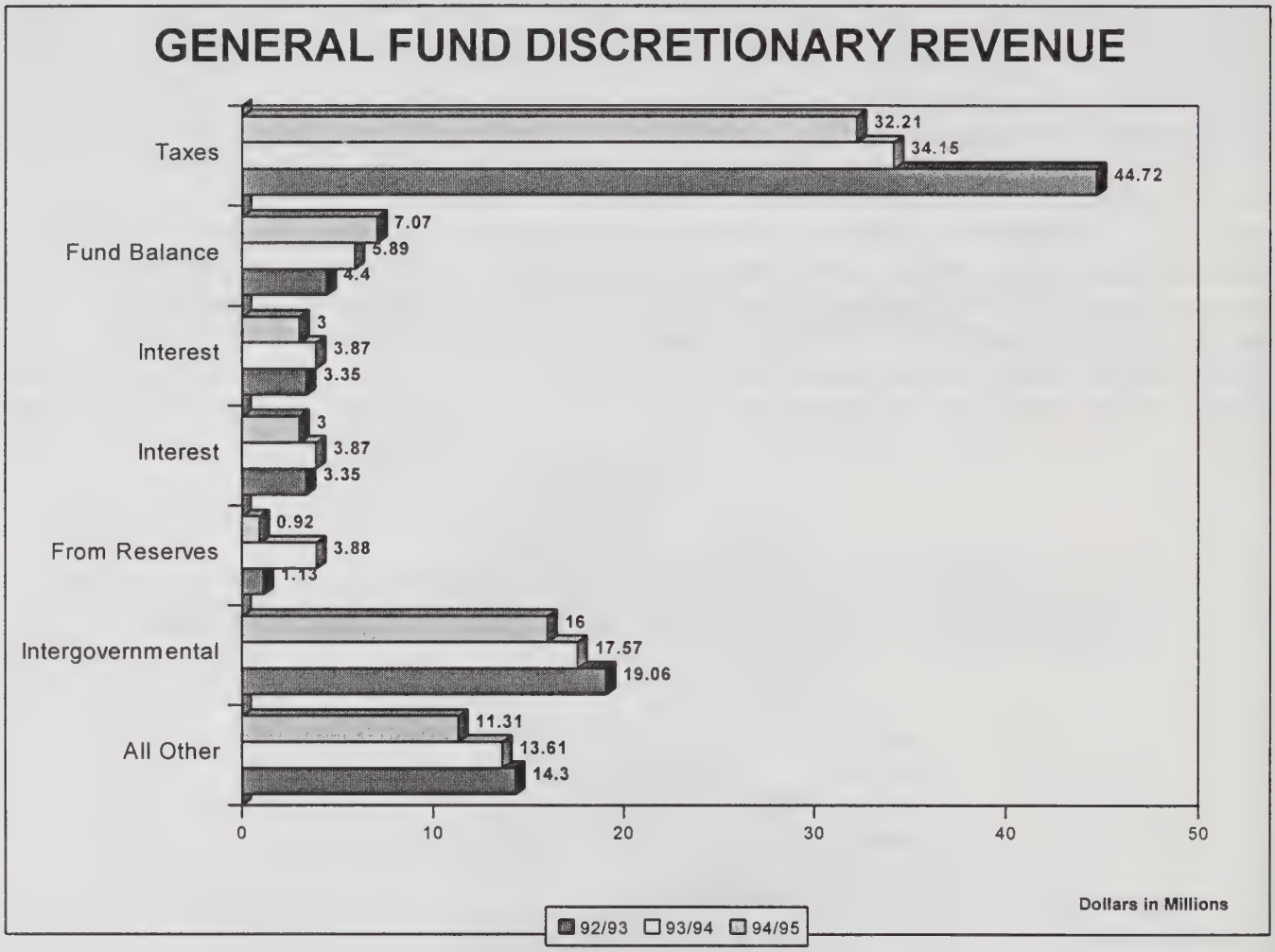


GENERAL FUND DISCRETIONARY REVENUE

The General Fund Discretionary Revenue graph provides the Means of Financing for all of those County operations which require "Net County Cost" or County Contribution. These revenues are the non-program revenues which are not collected in direct response to service provided. For example, revenue from issuance of building permits, marriage licenses, etc. are categorized as program revenue and are shown within the operating department from which they are collected. Non-program revenue generally includes the County-wide taxes as well as the intergovernmental aid that comes to the County as a whole. These revenues are reflected in the General Revenue budget. As shown, the single largest category is Taxes, representing $32.21 million. This category includes all property taxes - secured, unsecured and supplemental as well as utility roll. In addition, it includes the County's sales tax receipts. The second largest category is in the form of Intergovernmental Aid, representing $16 million or 23% of the total. Included within this category are revenues such as Motor Vehicle in Lieu, Homeowners Exemption, disposal fees associated with the landfills, and State Stabilization Fund. The All Other category represents $11.31 million or 16% of the total and includes revenues such as Franchise Tax, interest earned on the last PERS rebate fund and tax loss reserve from the Teeter Plan. The Fund Balance projected for the end of FY93/94, which became a Means of Financing the FY94/95 Budget, is $7.07 million. This represents a total of 10% of the Means of Financing for the FY94/95 General Fund Discretionary Revenue sources.



The following graph compares and contrasts the Discretionary Revenue projected for FY94/95 to that of the actual amounts collected for FY92-93 as well as the estimated actuals for FY93/94. The significant variance obviously is the area of taxes where we have seen a decline of approximately $11.5 million in the last two years. Additionally, between the two categories, Intergovernmental Aid and All Other, there has been an additional $6.05 million reduction in revenues projected for FY94/95 from that actually received in FY92/93. Stating it another way, in FY92/93 the General Fund had $16.5 million more in Discretionary Revenue available than it will have during FY94/95.



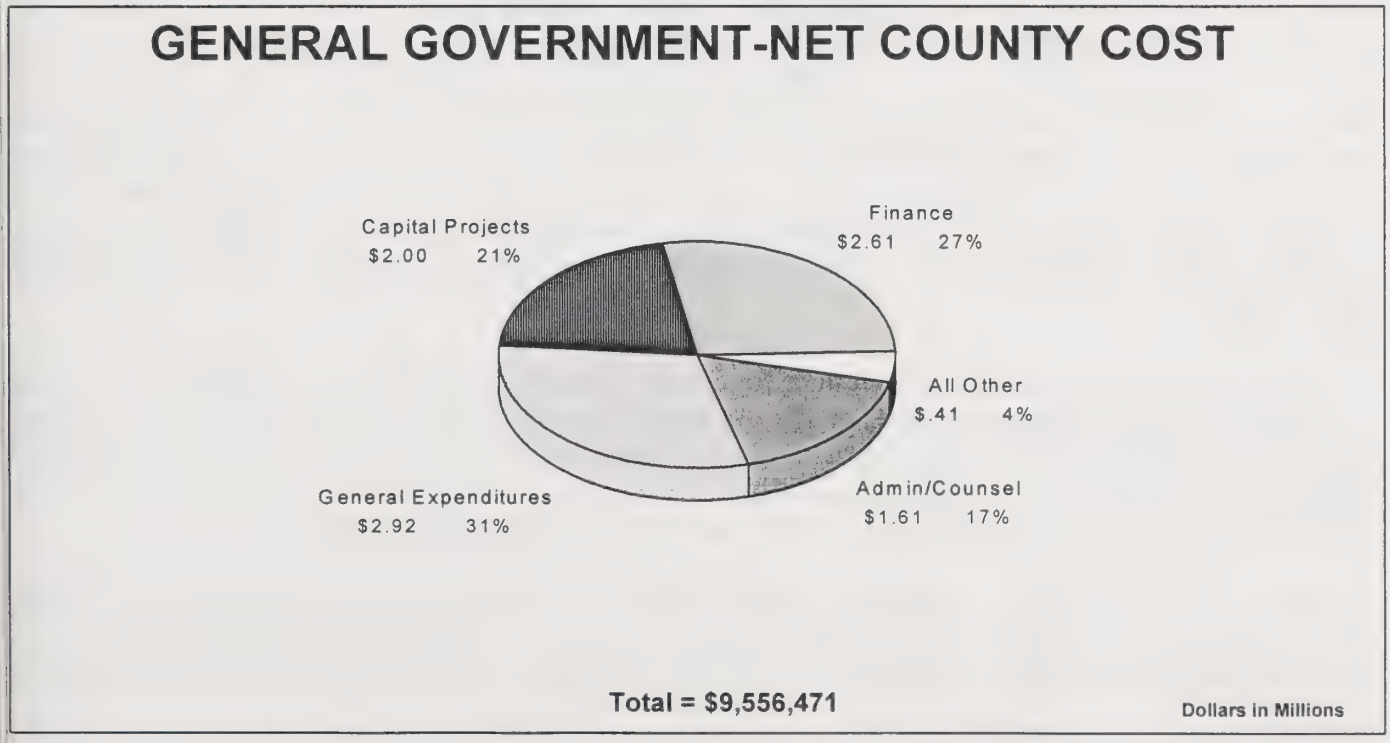
GENERAL GOVERNMENT

The total Net County Cost (NCC) for General Government function for FY94/95 is $63,406,486. At the first glance, this function has inflated from $9,386,813 to $63,406,486 when compared to the FY93/94 Final Budget. However, due to the establishment of the three new funds: Public Safety Fund, Trial Court Funding Fund and Health and Social Services Fund, the County Contributions (formerly Net County Cost) are included in the General Expenditures Budget. The total contribution for these funds is $53,850,015. If we deduct the contribution amount from the General Expenditure Budget and recognize it as Public Protection and Health and Social Services Net County Cost, the adjusted Net County Cost for General Government would be $9,556,471.

The General Government - Net County Cost graph for FY94/95 indicates that the Net County Cost for General Government departments total $9,556,471, as compared to $9,386,813 as approved in the FY93/94 Final Budget.

Essentially, the General Government departments maintain their status quo budgets. The additional revenue from the A-87 Cost Allocation Plan helped offset increases in workers compensation insurance and data processing costs.

The General Fund share of debt payment for Capital Projects such as the Justice Center, Animal Control building and the Co-Generation Plant has increased from $600,000 to $2,004,854. Contributions towards the debt service normally come from Solano Building Corporation and Courthouse Construction Funds. However, as these funds have less available revenue, the General Fund has to increase its share to meet the debt obligation.



PUBLIC PROTECTION

The Public Protection functional area is made up of Law and Justice Departments, which include the Courts, Sheriff, District Attorney, Probation, Public Defender, Conflict Defender, Court Appointed Attorneys, Marshal, Grand Jury and Family Support. In addition there are departments that provide other types of public protection services including: Agricultural Commissioner, Coroner-Public Administrator, Recorder, Environmental Management and Emergency Services.

The Public Protection area has increased by 575% over the 16 year period between FY78/79 and FY94/95. In FY78/79 the total allocation for Public Protection was $13.1 million; the Final Budget for FY94/95 is $87.80 million which is a $74.70 million increase in 16 years.

The programs and services within Law and Justice are State mandated. However, the level of service is not mandated, except in terms of standards for the operation of Juvenile Hall and the Jails. All of the departments within Law and Justice are interdependent and are very important to the continued health and safety of the public. Some of the department programs receive support funding from the State, while others are financed primarily out of locally generated revenues; i.e., property taxes, fees, sales tax, etc. Starting in FY93/94, the State established a temporary Public Safety Fund that was subsequently enacted on a permanent basis through the passage of Proposition 172 in November, 1993. Prop 172 established a 1/2 cent sales tax, the proceeds of which are to be used to fund eligible public safety activities. In March of 1994, the Board determined that the Sheriff, District Attorney, Probation, Public Defender and Conflict Defender Departments were eligible for these funds.

Because a major portion of available funding now comes from sources other than the General Fund for both the "Public Safety" departments and the "Trial Court Funding" departments, separate Funds were established for each of these areas. Due to the establishment of the new Funds, each will be treated separately later in this Section.

PUBLIC SAFETY FUND

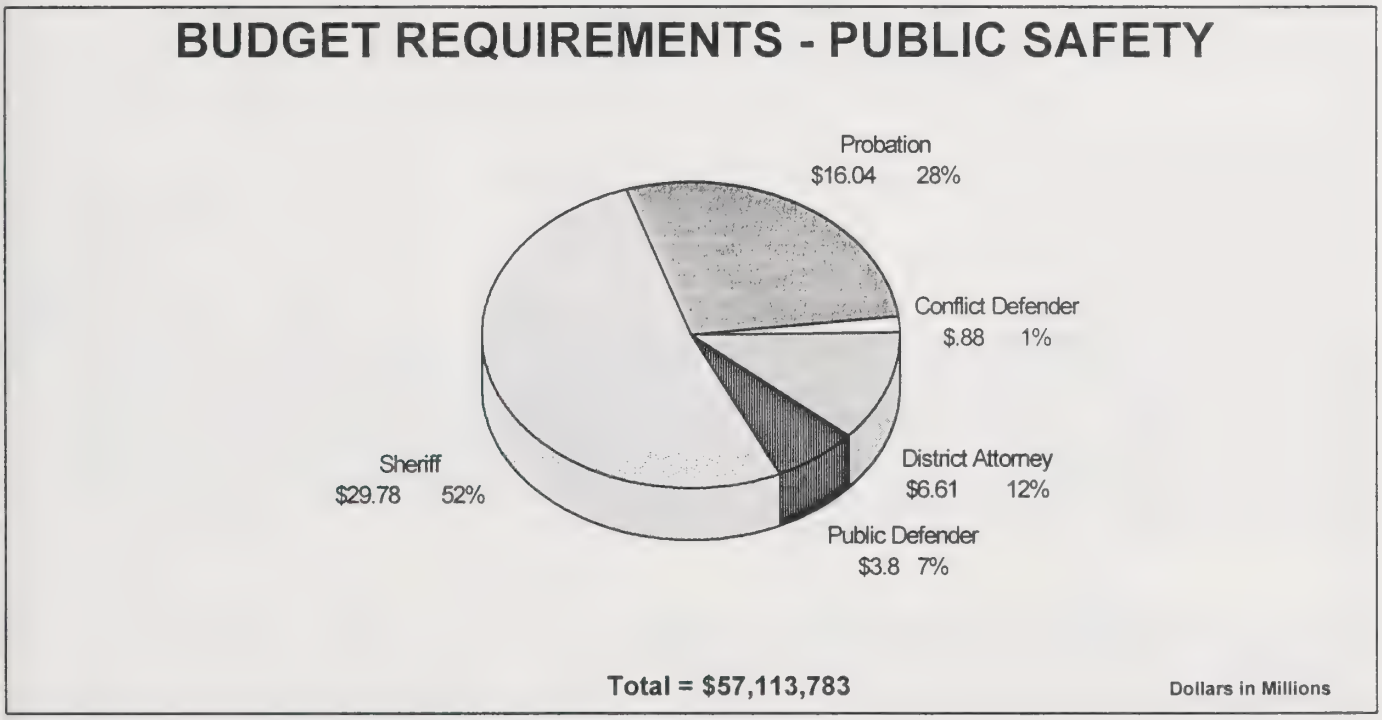
The Public Safety functional area consists of the Sheriff, District Attorney, Public Defender, Conflict Defender and Probation departments. This year these departments were separated into one fund to better account for the use of Proposition 172 revenues by isolating the General Fund's contribution towards Public Safety departments. This isolation allows us to use a designated budget line item to clearly see the General Fund contribution to Public Safety departments.

In FY93/94 the voters of the State (and County) passed a half-cent sales tax increase (Proposition 172) to finance Public Safety programs throughout the State. Subsequent to the passage of Proposition 172, the Board of Supervisors established the policy that these funds were to be used to finance a "system-wide" approach to combat crime in the County. This "system-wide" approach included the five departments mentioned above.

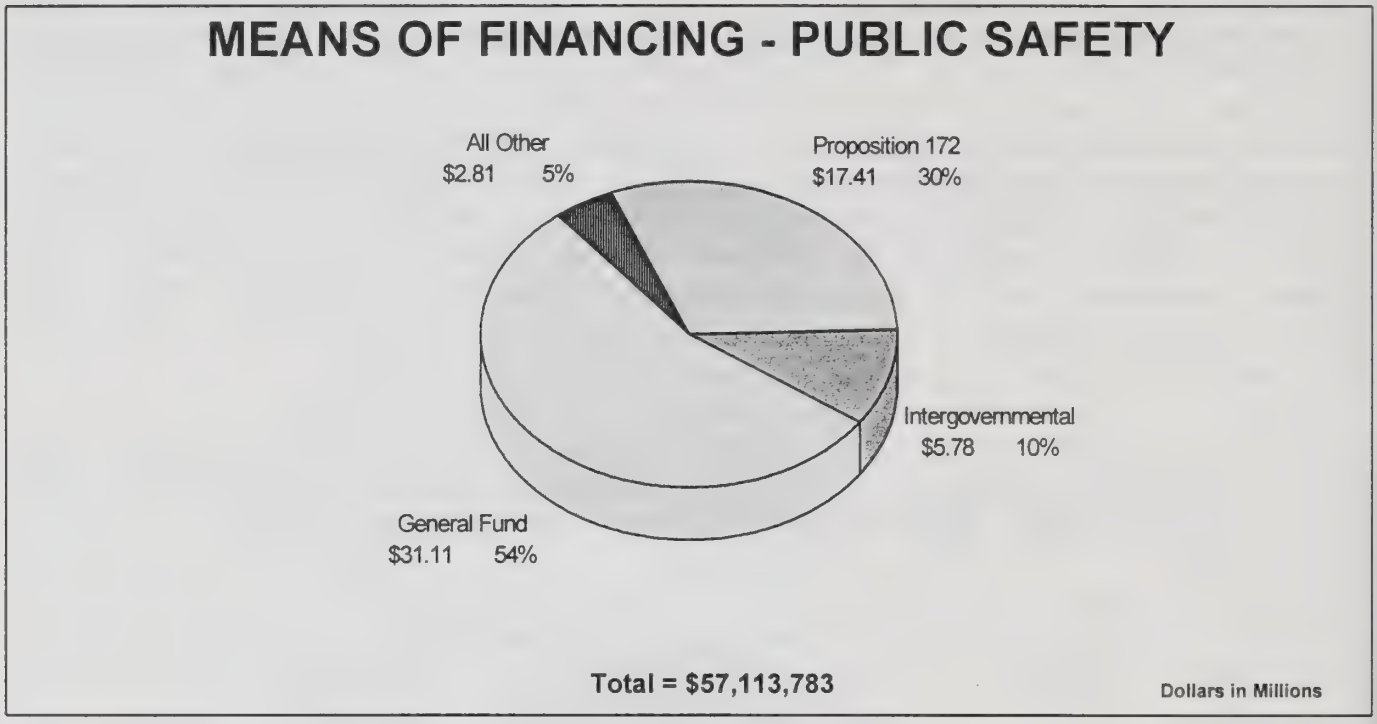
In addition, the Board further established FY91/92 as the "base-level" funding year and set the pro-rata "base" contribution from the General Fund to public safety departments at the same percentage level of General Funds that each had received in FY91/92. The "base-level" was

set to (1) ensure that the General Fund continues to support these departments on a pro-rata basis at the same level as FY 91/92 and (2) Proposition 172 funds are not used to supplant or take the place of General Fund revenues. By setting this policy, the Board assured a constant level of funding towards Public Safety departments while still maintaining flexibility in the use of General Fund revenues.

The Budget Requirements - Public Safety graph helps to illustrate how Public Safety dollars are allocated in Solano County. The Sheriff's Department accounts for 52% of the allocation in this area of the budget, Probation is second with 28%, followed by the District Attorney 12% and the combined Defense departments of 8%. The total amount of appropriations recommended for Public Safety programs is $57.11 million which is $8 million or 16% over the FY93/94 Final Budget. This increase is due mainly to enhancement of programs in the Sheriff's Department (Boating Safety, Patrol and Custody), the District Attorney (Sol-Net, Child Support Prosecution Unit and Gang Prosecution Unit) and Probation (support staff for the Juvenile Hall expansion).



As illustrated by the Means of Financing - Public Safety graph, even with the passage of Proposition 172, 54% of the costs of these programs are borne by the General Fund. Proposition 172 accounts for 30% of the financing, while 15% is financed through departmental specific program revenues.



Regarding the allocation of $17.41 million of Proposition 172 Funds to Public Safety Departments, the majority, 68.5%, goes towards Sheriff operations, followed by Probation with 16.5% and the District Attorney 10.9%. Finally, a small portion of these funds, 2.1% go towards Public Defense operations. We are estimating a total of $18.1 million in Proposition 172 Funds for FY94/95, which is comprised of $14.25 million in new revenues and a $3.9 million carry-over from the previous year. The carryover consists of $2.6 million plus the accrual of $1.3 million for May and June, 1994.

SUMMARY OF SHERIFF'S DEPARTMENT BUDGET

Because the Sheriff's Department is such a major element of the Public Safety functional area and the County Budget as a whole, this section is devoted to an overview of the divisions within the Sheriff's Department.

The Sheriff's Department consists of four (4) major divisions with recommended FY94/95 appropriations totalling $29.78 million, which are financed by:

- $12.20 million from Proposition 172.
- $1.84 million from other revenues.

- $15.74 million General Fund contribution .

The various divisions of the Sheriff's Department are primarily funded by non-program or discretionary revenues. They include: Administration, Services, Field Services, and Custody. The Custody division uses the vast majority or 63% of the dollars allocated to the Department. This is followed by the Field Division consisting of Patrol, Boating Safety, and Court Security, which accounts for 24% of the dollars allocated to the Department.

Briefly, the Final Budget includes several of the following major program changes:

FIELD SERVICES DIVISION

- The restoration of one additional 24-hour patrol unit to service the unincorporated area;

- Two additional Deputy Sheriff positions to provide bailiff services to the Superior Court Juvenile Commissioner and Family Support/Juvenile Referee approved by the Board in FY93/94;

- Three additional Deputy Sheriff positions and $179,000 in contracted services funds to provide security and screening at the egress/ingress points to the Fairfield Hall of Justice buildings to implement the Board approved security plan;

- Four Deputy Sheriffs and supporting services to restore the County's Boating Safety program.

CUSTODY DIVISION

- Funding to begin replacing control booth and tower correctional officers with a lower paid classification as recommended in the Harvey Rose Audit Report and approved by the Board of Supervisors. Human Resources has created a Correctional Specialist position as the appropriate classification. The change of classification/personnel will be phased in over time through attrition so as to minimize (or eliminate) any potential layoffs.

- This budget includes $574,875 for a one year agreement with Yuba County to house up to 50 inmates per day to relieve the over crowding in the County's facilities. As specified in the contract, Solano County needs to guarantee to house a minimum of 25 inmates per day during the life of the agreement.

- Further, this budget also includes $1.7 million for the Sheriff's Department to take over the complete control of the Institutional Medical Care program from the Health Department. This change will allow the Sheriff's Department to have more control over the level of services provided, reduce costs and establish a clear delineation of management and accountability of this program.

The means of financing for the Sheriff's Department indicates that even with the passage of Proposition 172, the General Fund is still the major contributor, 52.8%, to this Department. Proposition 172 revenues account for 40.9% of the budget followed by charges for services

and intergovernmental revenues at 6.3%. The General Fund contribution to this Department was set at the "base-level" of $15,740,751 or 26.77% of General Revenues through policy action approved by the Board on March 1, 1994.

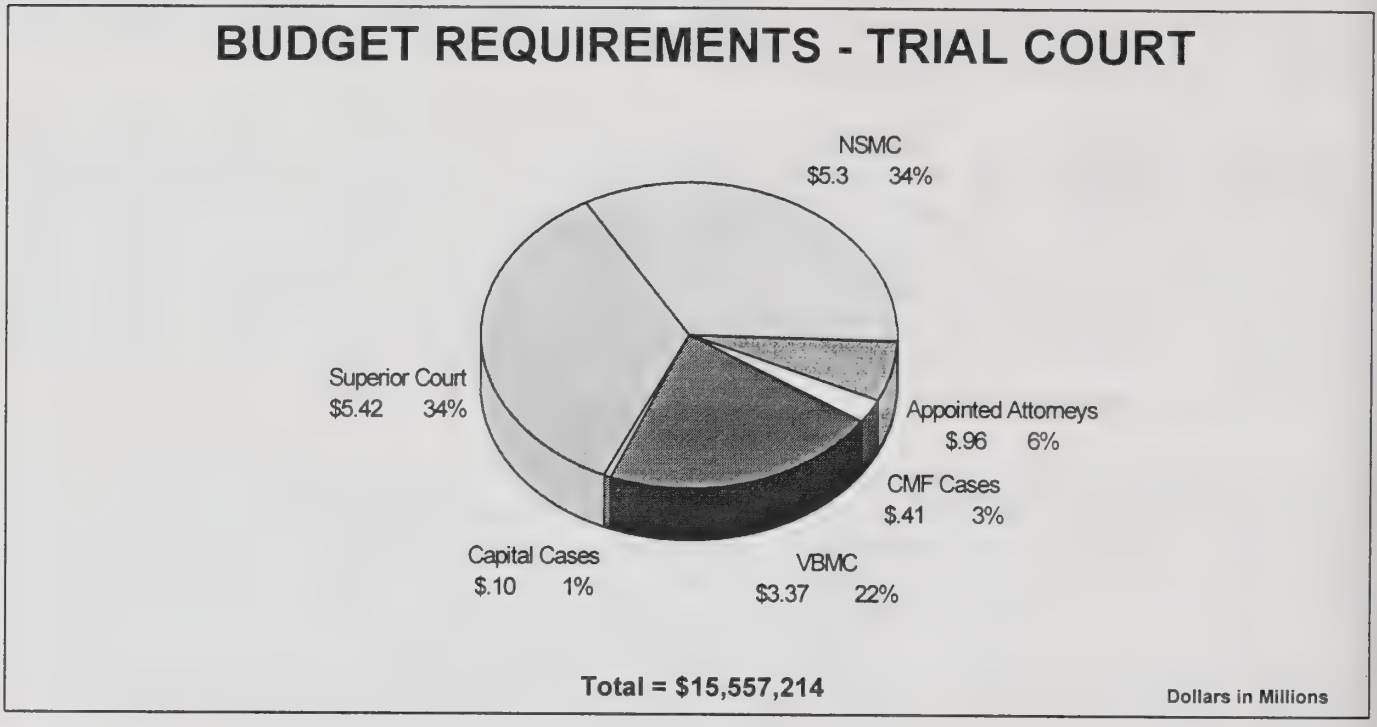
TRIAL COURT FUNDING FUND

The Trial Court Functional area is made up of Superior Court, Northern Solano Municipal Court (NSMC), Vallejo-Benicia Municipal Court (VBMC), Court Appointed Attorneys (CAA), Capital Cases, and California Medical Facility (CMF) cases. Two budgets that were not included in this Functional area which will be in the future are the Grand Jury and Marshal. They only comprise a small portion of court operations.

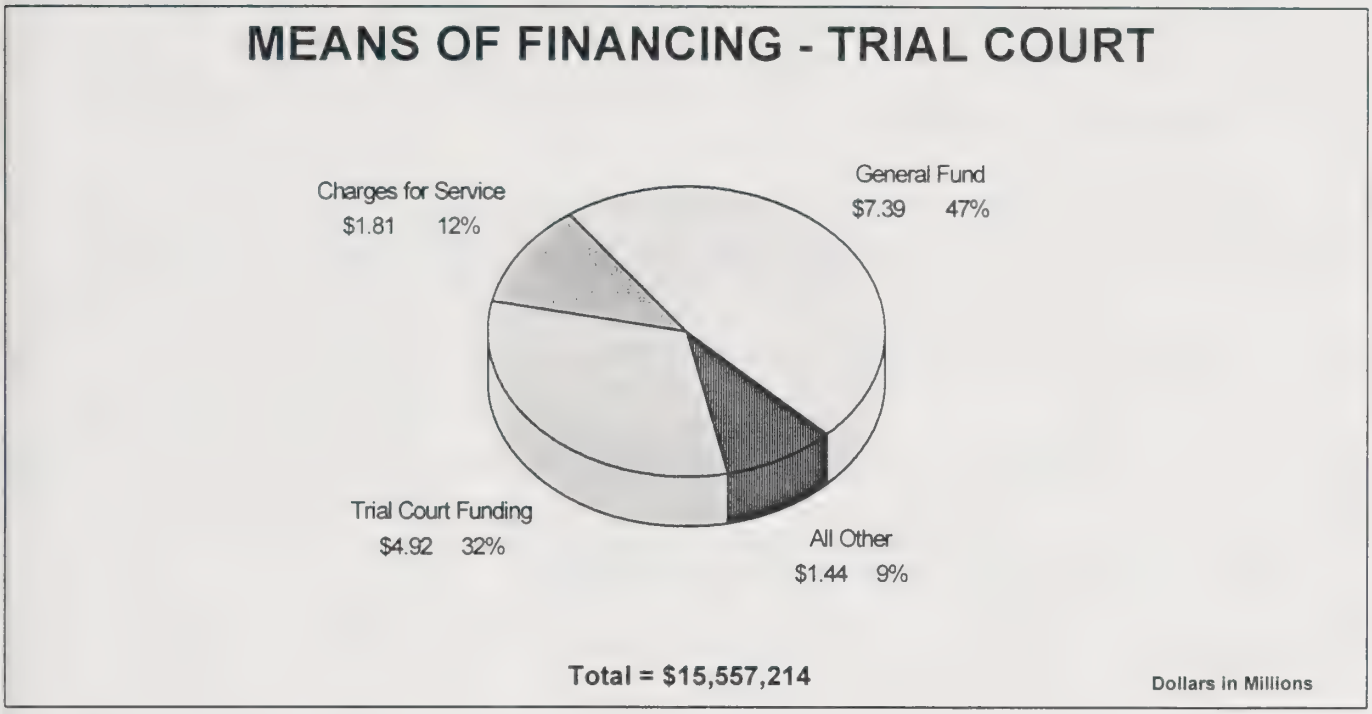
As it has been the case over the last several years, the CAO negotiated a Memorandum of Understanding (MOU) with the County Courts specifying the level of expenditures and revenues for FY94/95. This MOU is a current State requirement needed if the County is to be assured of receiving the Trial Court Funding (TCF) Grant to offset some of the Court expenditures. Over several meetings, an MOU was negotiated that increased total court resources by $2 million instead of $5 million as initially requested by the Courts. Both sides agreed that this was a workable compromise that gave the Courts additional resources to deal with their mandates and programs.

This year the three Courts were separated into their own fund to better track the use of Trial Court revenues (State contribution towards court operations) and isolate the General Fund contribution towards the Court System. This isolation allows us to use a designated budget line item to clearly see the General Fund contribution to Trial Court Departments. In addition, a major consideration in establishing this new fund is the distinct possibility that the State will assume total responsibility for the operation of the Trail Courts during FY94/95. By isolating all courts and their revenue sources in one fund, we should be in a much better position to negotiate with the State over the impacts involved with such a transfer.

The Budget Requirements - Trial Courts graph illustrates that Superior Court and Northern Solano Municipal Court each account for 34% of the total resources. Vallejo-Benicia Municipal Court at 22% is next followed by Court Appointed Attorneys at 6%, California Medical Facility cases at 3% and Capital Cases at 1%. The total amount of appropriations recommended for Trial Courts is $15.5 million which is $2 million or 15.4% over FY93/94.



The Means of Financing - Trial Courts graph illustrates $4.92 million or 32% of the total revenue in TCF being allocated towards the courts, the General Fund still contributes $7.39 million or 47% towards court operations. The remaining $3.25 million or 21% of revenue is comprised of charges for services and all other sources.



SUMMARY OF THE COURTS' BUDGET

Because the Courts' budget is the biggest element of the Trail Court Fund/Budget and has a significant impact on County resources this section is devoted to an overview of the three Courts.

As mentioned above the County has three separate judicial departments/districts with varying levels of responsibility and mandates.

The Final FY94/95 allocation for the three Courts is $14 million. This allocation was negotiated as part of the TCF Memorandum of Understanding and as long as the Courts stay within this amount, they have the flexibility to allocate resources as they deem necessary.

Superior Court is the largest of the Courts followed by NSMC and VBMC. These resources support the following positions, which provide support to the bench, revenue collections (fines, penalties, tickets etc.,) and an array of other programs:

- 20 full judicial positions (14 Judges, 5 Commissioners and 1 Referee): 10 in Superior Court, 6 NSMC and 4 VBMC;

- 202 staff positions: 72 in Superior Court, 76 in NSMC and 54 in VBMC.

The biggest source of revenues for the Courts is the General Fund at $6.32 million or 44.9% followed by State Trial Court Funding at $4.92 million, or 34.9%, and other revenue at $2.85 million, or 20.2%.

Finally, as mentioned above, there is a possibility that the State will take over operation of the courts. At the time of this writing there was no final resolution and we are unclear what that would mean to the use of General Fund resources.

COURT APPOINTED ATTORNEYS

A brief paragraph is provided on this budget because we are concerned with the level of expenditures, $956,630. These expenditures are for private attorney costs that the County is required to finance in order to assure an acceptable level of defense when the Public Defender and Conflict Defender declare overloads or conflicts. To put this in perspective, this Budget is larger than the Public Defender Conflict Office and approximately 1/4 the size of the Public Defender Department. As a result, over the next several months, we will work with the Courts, Public Defender, Conflict Public Defender and private bar to review private representation costs and analyze various alternatives to try to reduce these costs, including:

- Increasing staff to the Conflict Public Defender in order to be able to handle more cases with County staff instead of private representation;
- Separating adult from juvenile dependency cases and establishing different cost containment mechanisms and programs;
- Developing a request-for-proposal (RFP) process by which the County would solicit bids for private representation;
- Developing an uniform fee schedule differentiated by type of case to provide reimbursements for these costs.

HEALTH AND PUBLIC ASSISTANCE

Over the past several years, this functional area has undergone several major changes:

- In January 1992, the Board of Supervisors adopted a recommendation from the County Administrative Office to combine the Department of Health Services with the Public Welfare Department.

- In November 1992, the Board approved a change in the name of the department to the Health and Social Services Department and Administrative staff were consolidated at the Enterprise Street buildings.

- In April 1994, the Board approved the purchase of the N.M.E. facility and the lease of a third building on Enterprise Street.

- This year the financial information system has been changed to move the combined programs from budget unit 3500, General Fund to budget unit 7500, Fund 902. Tobacco Prevention and Education, and Rural Health Services still have their own budget units and special funds as required by law. Home Health Services remains an enterprise fund and will be evaluated for possible consolidation with Fund 902 in FY95/96.

The FY93/94 Final Budget authorized the Health and Social Services Department a total Net County Cost (NCC) of $16,100,855. This amount included the FY93/94 County-wide A-87 overhead charges that the Department claimed to various grant funding sources. In order to calculate the NCC for FY94/95, the annualized NCC of salary adjustments for bargaining unit 535 were included. PERS rebates from prior years were deducted from this year's A-87 charges since they have already been claimed from Federal and State funding sources.

The Department requested $166,542,953 in expenditures and $149,368,407 in revenue. This is a $15,844,675 or 11% increase in expenditures and a $14,770,984 or 11% increase in revenue for a NCC increase of $1,073,691 or 7%. $23,710,392 in expenses and revenue has been included as a pass-through for the Food Stamp Voucher Program. Highlights of the Budget are shown below:

- It does not include expenditures and revenue for the continued provision by H&SS of Institutional Medical Services in the County jails. Costs for Institutional Medical Services have been transferred to the Sheriff's Department budget except for medical services for Juvenile Hall, which will still be provided by the Public Health Division.

- A new Managed Care Division has been created to administer the implementation of the Medi-Cal Managed Care System, the County's participation in CMSP and the provision of health care services to the medically indigent.

- Employment Services was separated from the Eligibility Division.

- The Public Health Division has been reorganized into two bureaus: Personal Health Care Services and Community Health Services. As approved by your Board, the Primary Care Clinic budget has been moved from an Enterprise Fund into the personal Health Care Bureau in order to integrate these services into the managed care environment.

- The Department requested a total of 81.15 new positions:

  - Sixteen positions were requested for the Administration Division to enable the Department to process claims for revenue in a more timely, efficient manner, provide improved service to clients, support the management information system and continue the current level of fraud detection.

  - Thirty nine positions were requested by the Social Services Division to handle projected workload and provide a more appropriate supervisor to staff ratio. The Department received their allocation notification for the GAIN Program too late to request additional positions for FY94/95.

  - Mental Health is requesting 21.6 positions to improve Medi-Cal billing, time study tracking for SB 910, provide additional services to avoid costly hospitalizations and keep up with workload demand.

  - Public Health requested 4.55 positions to provide health education and nutrition counseling. Salary and benefits were also increased due to the cost of living adjustment for the 535 bargaining unit and a 1% increase in PERS.

- Services and supplies have increased as a result of additional contracts under Mental Health Managed Care, the new lease on Enterprise Street and office expenses and supplies for the requested new staff.

- $108,146 was budgeted for debt service on the N.M.E. facility, since one payment will be made in FY94/95. The Department will prepare a Board item requesting permission to work with General Services on negotiating additional leased space in Vallejo for staff requested to meet caseload growth in the Eligibility Division.

- Fixed assets requested are primarily furniture, computers and printers for the requested new staff.

- Revenue has increased due to the implementation of the Managed Care Program, increased SB-910, Medi-Cal, Medicare and realignment revenue, and increased State funding for the GAIN Program. One time revenue of $400,000 from prior year billing of SB-910 revenue is included. The Department will need to develop alternate funding sources for staff supported by this one-time revenue or reduce programs in FY95/96 if they are unable to do so.

Since the establishment of a separate fund for Health & Social Services Department, a Count contribution line item is used as revenue in lieu of Net County Cost. The County contribution for Health & Social Services Department for Final Budget was set at $15,122,996.

PENDING ISSUES

- In January of 1994, H&SS submitted a plan to the Board to merge the Primary Care Clinic into the Public Health Division in order to improve efficiency of clinic operations and maximize revenues. Historically, the Primary Care Clinic has operated at a deficit. Because of high County overhead costs, it is more expensive for the County to provide primary care clinic services than private non-profit providers. The original consolidation plan anticipated 8,300 Medi-Cal eligible clients under managed care. Only half this number of enrollees has been realized. This resulted in a decrease in revenues to the clinic of $376,680. Family Health Services staffing has remained at the existing level prior to Managed Care. The original managed care proposal recommended the closure of the laboratory and x-ray functions within Family Health Services because these functions would not be cost effective under Managed Care. At that time, the Board's decision was to continue these functions. The Health Division estimates the expenditures for keeping these functions will increase NCC by $225,000.

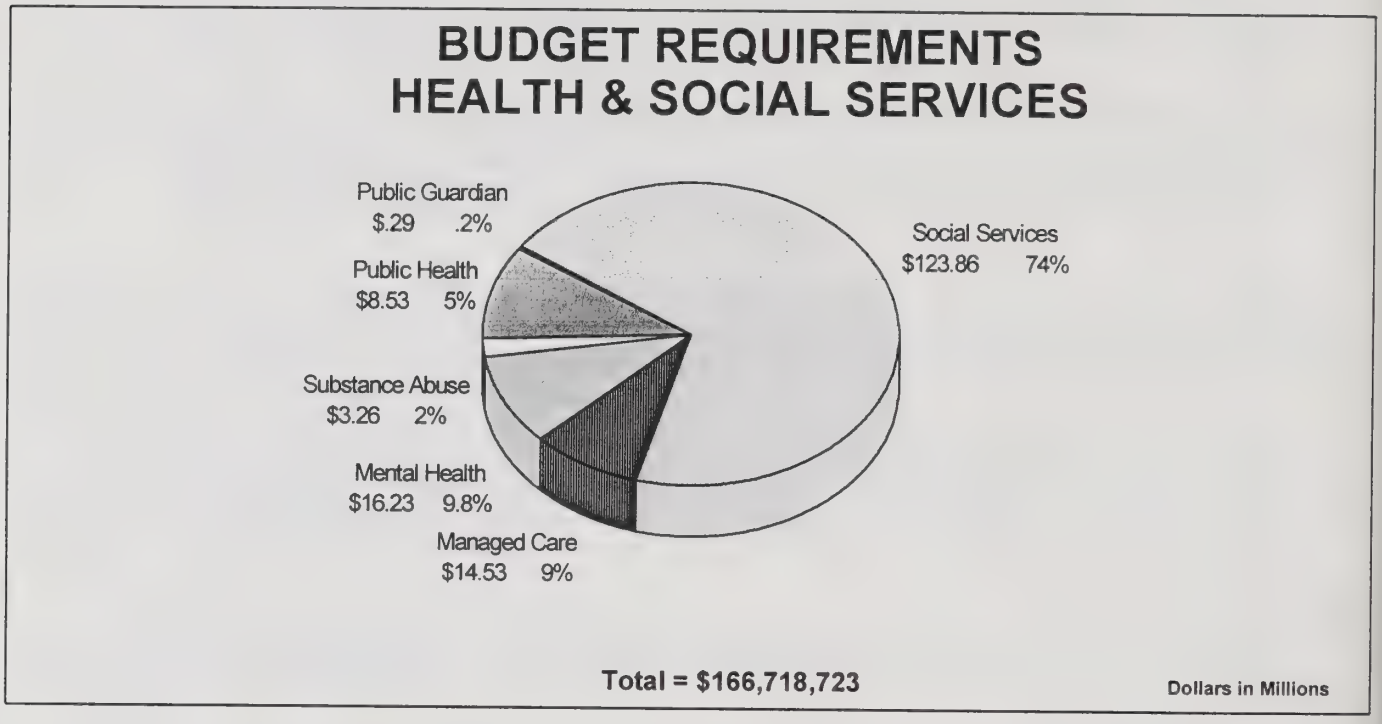
  Several options exist for reducing this deficit. The Board could choose to provide medical treatment only to those individuals covered by managed care and those required by law as "medically indigent". The strict definition of medically indigent includes only emancipated minors, transients and undocumented aliens, who constitute a small percentage of those currently served. This would enable the Department to reduce the staffing in the Family Health Services Clinic. Layoffs would be necessary and a segment of the County's population, who do not meet the legal definition of medically indigent and who cannot pay, would be left without any viable source of medical treatment.

  We have recommended that this issue be brought to the Board at mid-year for a long term solution.

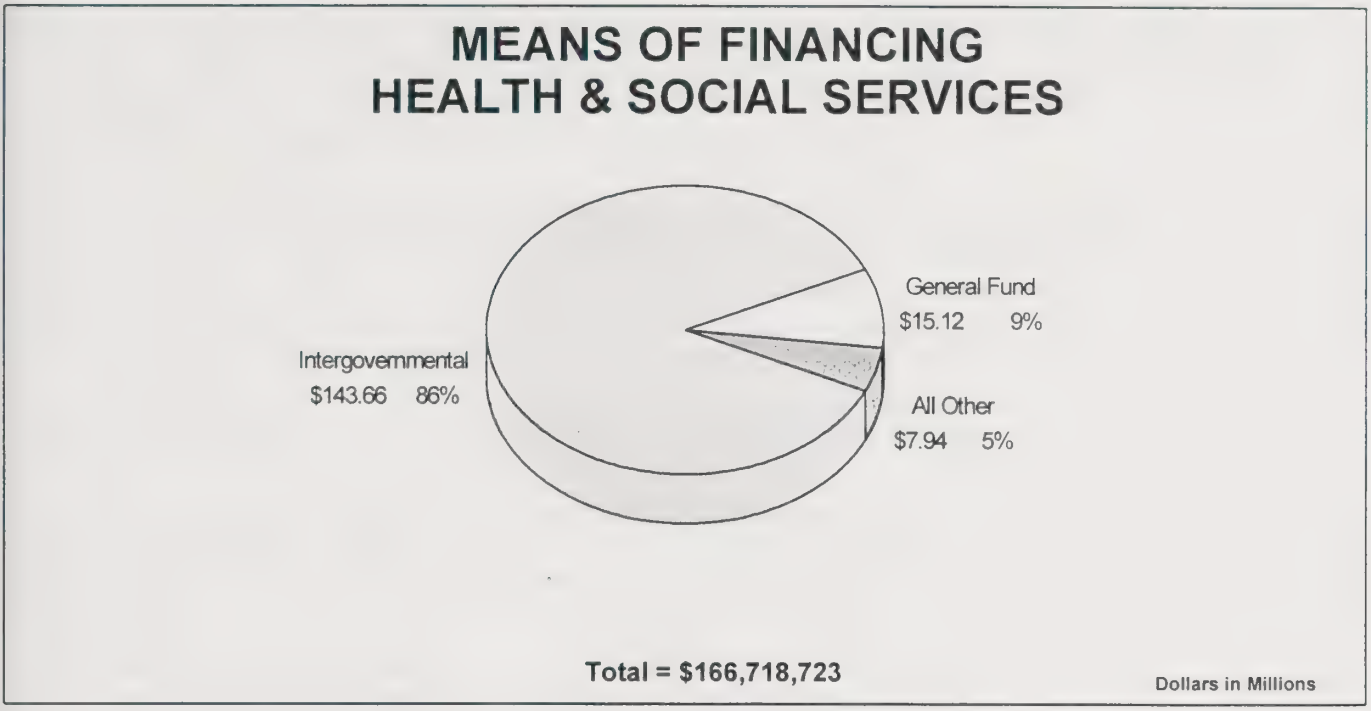
- We are currently in the process of developing a Request for Proposals to conduct a management audit of the Health and Social Services Department. Funding for this audit has not been included in the Departmental budget because the scope of the study has not yet been defined.

The following graphs present a visual breakdown of the expenditures and revenues of the Health and Social Services Fund of the Budget.

As shown in the graph Health and Social Services Fund Budget Requirements, $123.86 million, or 74%, of the budget requirements for the Health and Social Services Fund are spent on Social Services Programs. Expenditures for Mental Health of $16.23 million, Public Health of $8.53 million and Managed Care of $14.53 million make up the balance of this department's budget of $166,718,723.



As demonstrated in Means of Financing - Health and Social Services Fund $143.66 million, or 86%, of Departmental revenue is derived from the State and Federal government. The General Fund contribution is $15,122,996 or 9% while all other revenues total $7.94 million or 5%.



The General Fund contribution to the various Health programs indicates that Mental Health - Managed Care requires the largest County contribution, $2.28 million, while Mental Health needs almost $1.61 million. $101,124 of the General Fund Contribution of $795,775 to Public Health is transferred to Home Health Services, an internal services fund, to cover costs unallowable under Medi-Cal. Also, included in Managed Care General Fund Contribution is the CMSP participation fee of $809,544. Contributions to non-County agencies, i.e., Vacaville Community Clinic, $18,800 and Dixon Family Practice, $11,200 and Senior Programs, $32,100, are included in Public Health programs.

The largest share in the Public Assistance budget is in Cash Aid Programs. These programs cost $95.32 million or 77% of the total Public Assistance requirements. Last year the cost of Cash Aid was $91.5 million or 79% of the total Public Assistance requirements. $23.7 million of this amount is the pass through food stamp program. The entire Administration Division for the Department is reflected in Public Assistance in the amount of $319,890. These costs will be allocated appropriately to all the divisions in the Department. The "other" category includes the Veterans' Services and Indigent Burial Budget Units.

The largest portion of financing, 91%, is from intergovernmental revenue for Public Assistance programs. The $113 million is primarily from Federal and State funds, which include realignment revenue and Food Stamp pass-thru. The General Fund supports Public Assistance programs in the amount of $10,376,202, or 9%, of total financing.

Cash Aid requires a General Fund contribution of $6.17 million or 59% of the total financing for the division; Eligibility requires $.8 million or 8% of the total for the division; Employment Services $2.06 million or 20% of the total for the division and Adult and Children $1.16 million or 11% of the total for that division. The "All Other" category consists of the Veterans' Services and Indigent Burial.

PUBLIC WAYS AND FACILITIES

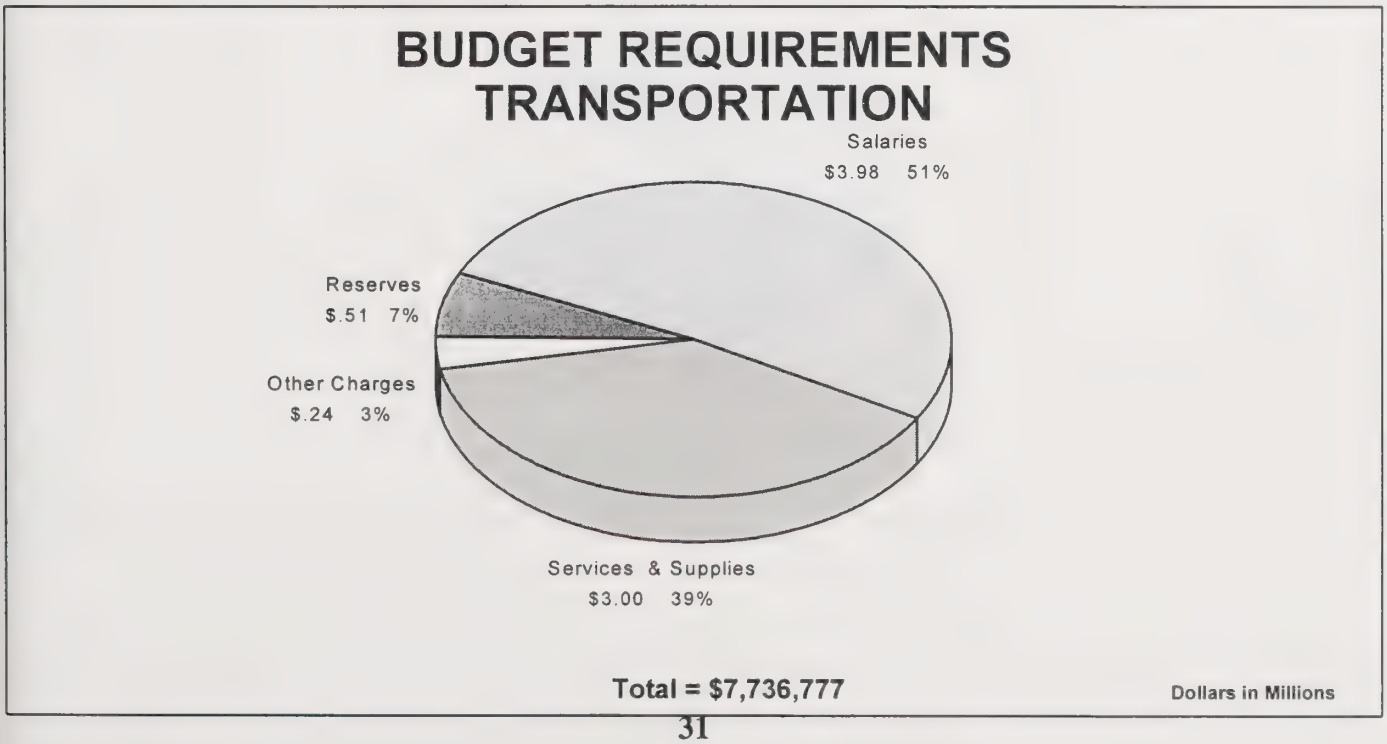
ROAD FUND

The Transportation Department is a special revenue fund which does not receive General Fund revenues. The FY94/95 Final Budget shows a total of $7,225,421 in expenditures, a decrease of ($215,573) or (3%) and a total of $6,883,990 in revenues, a decrease of ($846,419) or (11%) when compared to the FY93/94 Final Budget.

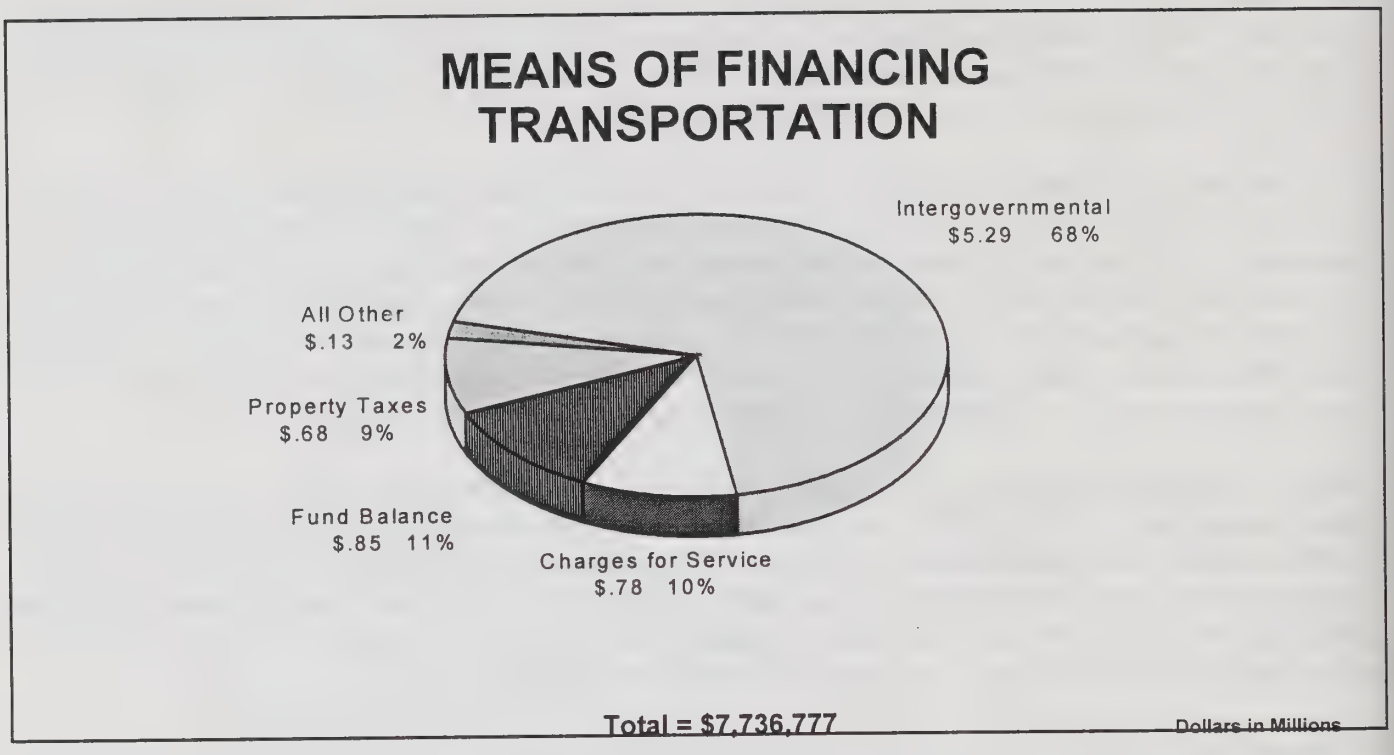
To offset this significant reduction in revenues, the Department eliminated 2 vacant positions for a total of $71,630, reduce Extra Help and Overtime for a total of $80,000, as well as decreasing the number of road overlay projects to be contracted out for the FY94/95 by approximately $650,000. Over the past three years the Department has lost approximately $1 million in annual funding: $700,000 in vehicle code fine money, $100,000 in property taxes and approximately $200,000 in Special District Augmentation Fund revenue. These losses were a result of the State's efforts to balance past State Budgets.

Graphs Budget Requirements and Means of Financing, respectively, show the total budget requirements are $7,736,773 when the designated reserve amount of $511,356 is added. Of this amount, the Department will expend approximately $200,000 towards the County's Capital Improvement Program for a new building to house the Transportation Department and $300,000 has been set aside for future Federally funded bridge projects that the County must match with 20% local funds as its share of the total project cost.

As shown in the Pie Chart, $3,981,369 or 51.1% of the Department's total expenditures are in salaries and benefits. $3,001,951 or 39% of the total budget is for Services and Supplies, of which $1,344,252 or 45% is for Road maintenance projects and Road overlay projects.



As the following Pie Chart shows, the Transportation Department receives $5,289,976 or 68% of its revenues from Intergovernmental sources, a significant portion of which, $4,947,251 or 94% is from Highway Users Tax. It is significant to note that the Department balanced the FY94/95 budget using a fund balance of $852,787.



EDUCATION

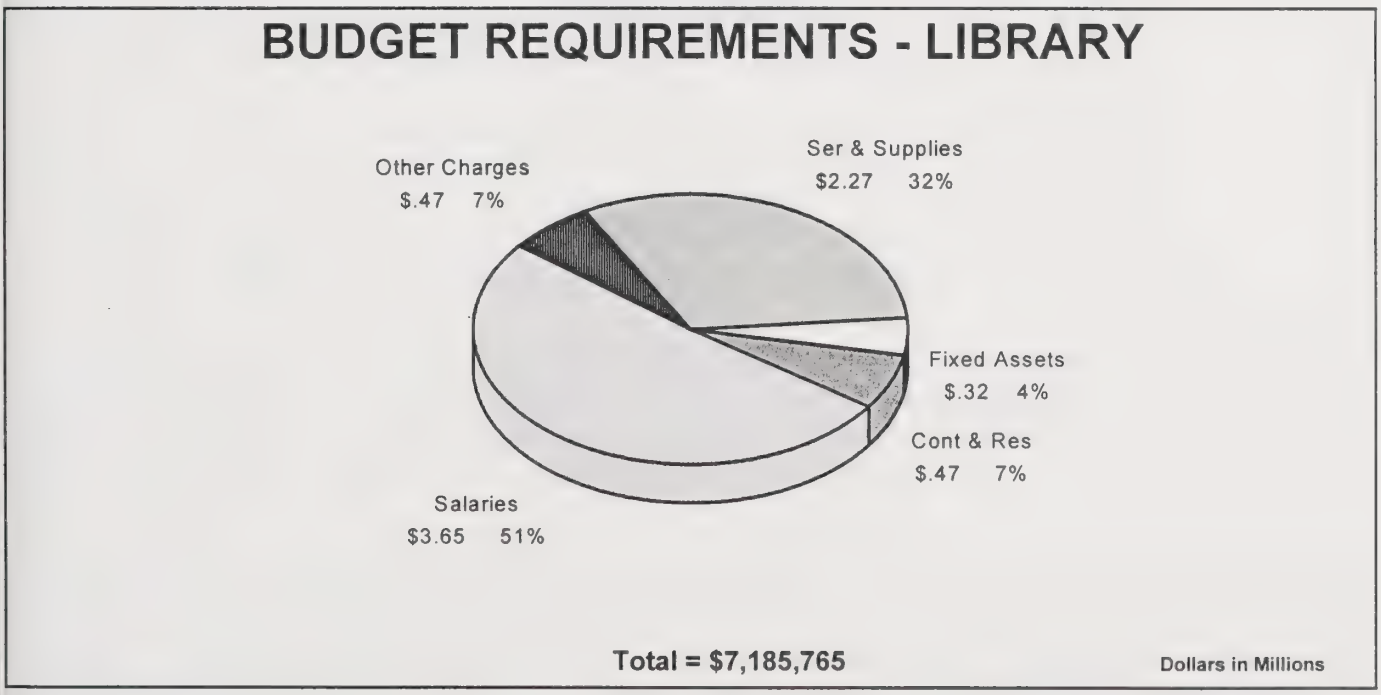
COUNTY FREE LIBRARY

The County Free Library is a special fund department that receives a dedicated apportionment of property taxes.

The Library's total operating budget for FY94/95 is $6,714,257, which represents an increase of $500,999 or 8% over the FY93/94 Final Budget, as reflected in the Budget Requirements - Library graph. Expenditures for contingencies and equipment replacement of $471,508 added to this amount reflect a total budget for the Library Fund of $7,185,765.

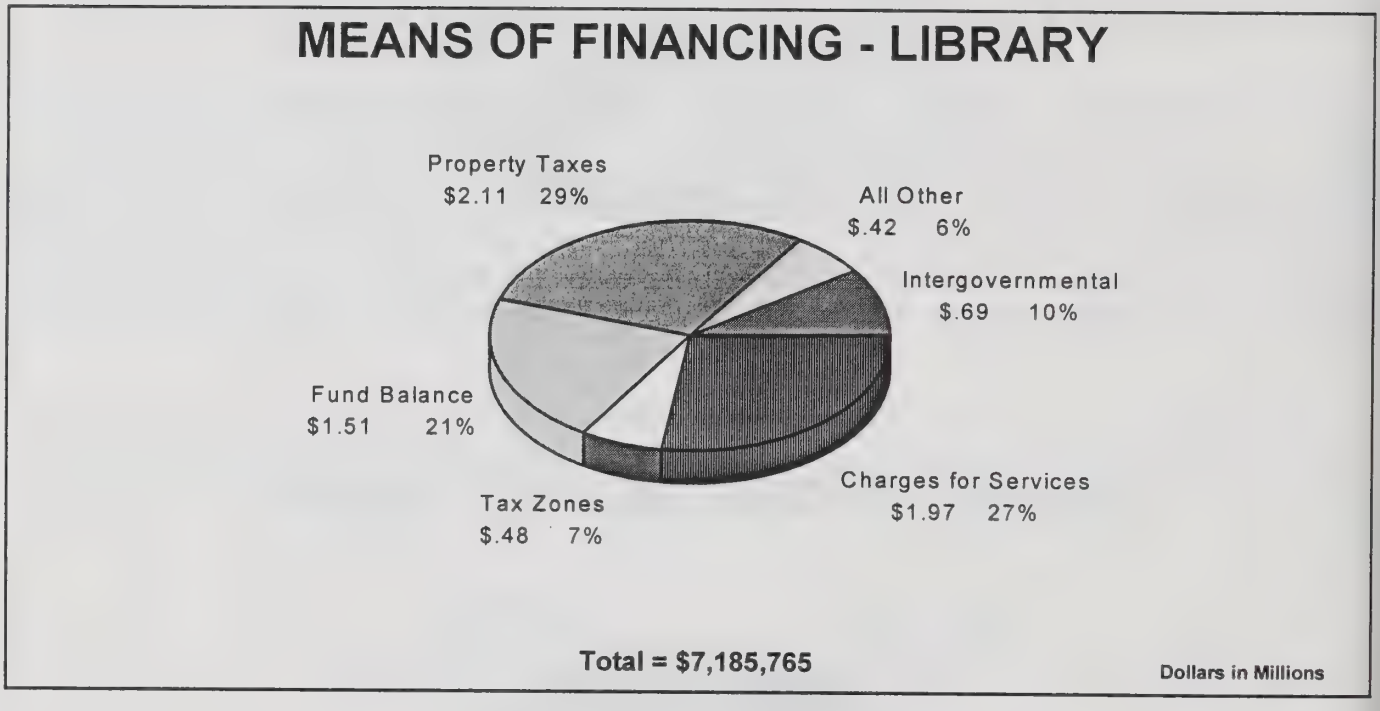
As shown in the graph, $3,653,497 or 51% is for salaries and benefits. The number of service hours provided to members of the public are held at the status quo.

Services and supplies comprise $2,266,372 or 32% of this budget, primarily due to the book materials, totalling approximately $700,000 or 31% of this category. Also significance is $323,134 that the Library has budgeted for fixed assets. The Library has continued to emphasize the automation of routine functions such as the voice renewal and notification system and enhancing the current "CARL" database to facilitate transactions between the Library and its clients. By automating and utilizing software designed exclusively for libraries, the Solano Library is moving in the same direction as most progressive libraries in the nation.



The Library's revenue totals $5,674,821, which represents a small increase of $50,349 over the FY3/94 Final Budget. The Means of Financing graph illustrates all revenue sources for the Fund. Notable is the $1,039,436 of the $1,510,944 in the Fund Balance used as means of financing as well as the $2,112,247 or 30% of revenues that the Library receives from property taxes. The Library has lost approximately $700,000 over the past two years due to the State property tax shift to schools. In addition, contracted losses (losses due to the indirect loss of property taxes) have exceeded $200,000 during the same period.

During the coming Fiscal Year, the Library will explore the establishment of special assessment districts to raise additional revenue and it will also aggressively seek to pursue other alternate sources of funds in the future.



COOPERATIVE EXTENSION

The University of California Cooperative Extension Department utilizes University of California resources to inform Solano County residents about agriculture, home economics, youth, and community development. The Final Budget shows a $3,994 or 3% increase in expenses and revenues for FY94/95. Even considering this minor increase, this budget continues to require a Net County Cost of $116,543.

RECREATION

The Recreation function includes the Parks Budget, which operates 3 Regional Parks: Lake Solano, Lagoon Valley and Sandy Beach. The Parks Budget is part of the Parks and Grounds Division of General Services. This will be the final year Solano County will maintain and operate the Lagoon Valley Park. After June 30, 1995, the City of Vacaville will take over operations of this Park.

The Parks budget shows a total expenditure of $738,101, which is an $95,386 or 15% increase over FY93/94 Final Budget and total revenues of $763,527 or an increase of $120,812 or 19% compared to the prior fiscal year. The major factor of the increase is the infusion of a County General Fund Contribution of $121,105 to help balance this budget.

Much of the budget increase can be attributed to an increase in Worker's Compensation, Liability Insurance and A-87 County-wide Overhead charges, for a total of approximately $70,000, coupled with a severe reduction in property taxes of ($59,507) or (21%) under the prior fiscal year. Although revenue from recreation services has increased $34,210 or 14%, this increase has been insufficient to balance this budget.

The County Administrative Office recommended that the Department present a program reduction implementation plan to the Board by January 1995.

ACCUMULATED CAPITAL OUTLAY (ACO)/CAPITAL PROJECTS

The Final Budget for FY94/95 is $14,530,245 which is a substantial increase of $10.5 million or 260% over FY93/94. This increase is primarily due to the acquisition of the Solano Park Hospital facility and 7.7 acres of adjacent property to develop a "campus environment" for Health & Social Services (H&SS) programs and services.

This acquisition was approved by the Board after several months of careful review, analysis, negotiations and after holding several public hearings. However, not only was the purpose of this acquisition to create a "campus environment", but also for H&SS to address the long standing problem/issue of housing medical and social services programs in hazardous/dilapidated facilities (Old County Hospital, Suisun Welfare) which in some respects are becoming unsafe for our employees and the public we are charged to serve.

During the last several years, staff had conducted extensive analysis and reviewed various alternatives that were presented to the Board for consideration. None of these alternative were fully developed due to financial and policy considerations. However, with specific direction from your Board and the dedication of staff (in various departments) we were able to negotiate the acquisition of this property at a price substantially less than the appraised market value. Furthermore, by purchasing the adjacent land, the County has put itself in the enviable position to grow with the demands of the population and methodically plan the best mix of program and services. The availability of these properties at an attractive price provided the catalyst to actually begin the first phase of the campus project.

In order to maximize the County's financial resources and spread out the cost of this purchase over several years, Certificates of Participation (COPs) were approved as the means to finance the acquisition. The preliminary estimate for these COPs is $8.8 million which includes: approximately $5.5 million for the building, $1.4 million for tenant improvements, $1 million for the land and $950,000 in issuance costs and establishment of a required debt reserve fund. Working with H&SS, we were able to identify revenue sources to service the debt without increasing the impact on the General Fund.

Finally, the Capital Projects budget for FY94/95 was based on the first ever Board approved 5-Year Capital Improvement Plan (CIP) for the County. However, due to financial limitations in the General Fund we are proposing delaying implementation of the CIP for one year in order for the ACO to continue to provide a $900,000 contribution towards the debt service of the Animal Shelter, Justice and Co-Generation plant and thus reduce the General Fund's obligation by the same amount.

We are proposing this strategy in order to give the General Fund more flexibility to absorb the potential hits from the State including their efforts to recapture the $3.3 million property tax shift shortfall in funding to the schools. If no contribution is made from the ACO, there would have to be cuts in General Fund department operations, contingency and/or reserves.

ENTERPRISE AND INTERNAL SERVICE FUNDS

Internal Service Funds provide services to other County departments and receive their funding by charging those departments for their services. These budgets include Communications, Property Management, Solano County Integrated Property System (SCIPS), Risk Management, Management Information Systems (MIS), ReproGraphics and Fleet Management. In contrast, Enterprise Funds are financed and operated similar to private business and service some or all of the public at large. These budgets include Fouts Springs Ranch, Law Library, Airport, Special Aviation, Home Health Services, Primary Care Clinic (for FY94/95 moved into H&SS) and Vets Memorial Building.

The following comments provide information concerning major highlights for some of the budgets in this area. However, for more detailed information, please consult the individual departmental narratives.

INTERNAL SERVICE FUNDS

MANAGEMENT INFORMATION SYSTEMS

The MIS budget provides for administration and operation of the County's Central Data Processing Systems. The FY94/95 Final Budget includes a $474,130 or 9% increase in expenditures.

In addition, in FY93/94: (1) the County's Strategic Long Range Plan (SLRP) Steering Committee changed to a MIS Steering Committee and expanded to include major system users and; (2) CAO staff worked with our MIS vendor and major Department Heads and have implemented a user driven process to recommend all major MIS program changes to the County Administrator and ultimately to the Board.

RISK MANAGEMENT

The Final Budget includes expenditures of $6.53 million and revenues of $7.56 million over FY93/94. The Final Budget includes the creation of an Occupational Exposure Control (OEC) Program, a significant expansion in training/education programs and an increase in Workers' Compensation costs. The OEC program will be targeted towards: (a) fully developing employee training and education opportunities; (b) proactively assessing risk factors and (c) directing resources to focus on the County's "high" risk exposures in an attempt to minimize liability and Workers' Compensation exposure.

FLEET MANAGEMENT

The Final Budget includes $2,495,188 in expenditures and revenues. This is mainly due to increases in charges for services. In addition, over the last year Fleet Management has worked cooperatively with the Superintendent of Schools to take over the maintenance of the school's buses bringing about lower expenditures to both agencies. Furthermore, the Fleet Manager was successful in negotiating inter-agency agreements with Suisun City, Rio Vista City and Solano Community College for the County to take over the operations of these agencies' fleets. These agreements are note worthy in that they illustrate the level of cooperation and consolidation of services that will need to occur if local governments are to maximize resources.

SOLANO COUNTY INTEGRATED PROPERTY SYSTEM (SCIPS)

The SCIPS division of the Assessor/Recorder provides data processing services and support for the recording, assessment and property tax systems for County departments, cities, and special districts. The Final Budget reflects a total appropriation of $720,355 which is a $41,890 or 6% increase over FY93/94.

Much of this increase is related to the two additional programmer positions. One position is to provide additional customer services, such as customized information formats. The cost of this position is offset by projected additional revenues.

ENTERPRISE FUNDS

FOUTS SPRINGS RANCH

The Final Budget for Fouts Springs Ranch contains $3,044,458 in appropration and $2,938,654 in estimated revenues. The department used $105,804 of Fund Balance available to finance the FY94/95 Budget. Further, the budget also contains $358,098 to transfer to Capital Project Budget to begin construction of the Ranch's administration buildng, and $53,975 for various building improvements for employee quarters and recreation room at the Ranch.

SPECIAL AVIATION

This budget is used exclusively to account for the receipt and expenditure of State loans and grants for aviation projects. The Final Budget reflects a ($406,618) or (79%) decrease in expenses and a ($427,500) or (79%) decrease in revenues under the prior year.

This decrease is due to a loan amount of $450,000 used to purchase 20 Airport hangers in FY93/94. The construction will be completed by Fall 1994. Over the last three years, 40 additional hangers have been added to the Airport. However, demand for hangers continues to exceed supply.

PRIMARY CARE CLINIC

As approved by your Board, this budget is no longer an Enterprise Fund, but has been moved into the Family Health Bureau in Health & Social Services, in order to integrate these services into the managed care environment.

VETS MEMORIAL BUILDING

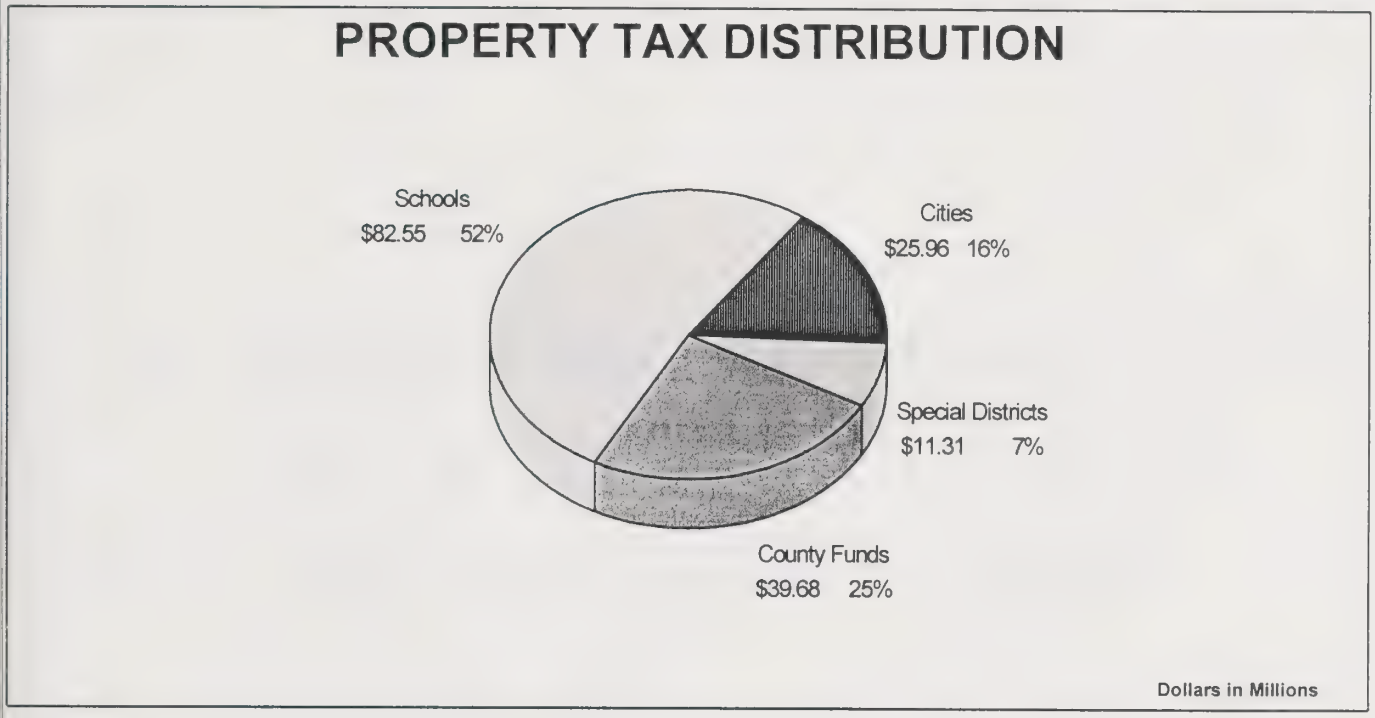
This budget, which is administered by the General Services Department, is used to track the operating revenues and expenditures of the building. As is the case during the current year, this budget continues to operate in the red due to the high operating expenditures and lack of revenue.

Currently, we are exploring the possibility of transferring the operations of the building to the Vallejo Arts Foundation, in which case the County would no longer be responsible for managing and operating the building. However, the Arts Foundation is presently reviewing a seismic report to see whether it would be economically feasible for them to takeover the building.

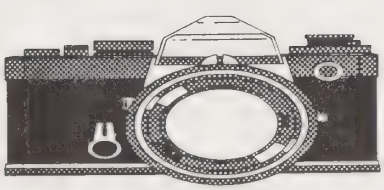
Nevertheless, pending final resolution by the Foundation, the Final Budget is presented with a deficit of $67,254. Further recommendations will be brought to the Board in November 1994.

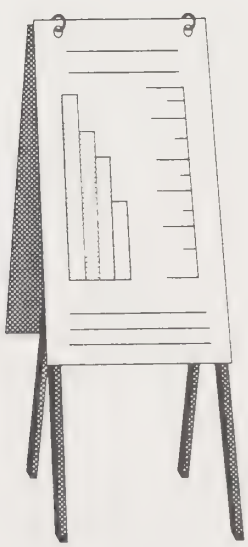
COUNTY-WIDE PROPERTY TAX DISTRIBUTION

A major source of discretionary revenues for schools, special districts, cities and the County is the Ad Valorem Property Tax. The Property Tax Distribution graph illustrates how the property taxes collected in Solano County are distributed among those agencies eligible to receive tax monies. As is shown in the graph, the County receives only 22% of the total collected. This percentage has been reduced from 35% in FY91/92 (a 37% reduction) due to the State transfer of property taxes from counties to schools.



5 YEAR FISCAL FORECAST OF SOLANO COUNTY NET COUNTY COST





FIVE YEAR FISCAL FORECAST

Solano County, for a number of years, has used the tool of a Five Year Fiscal Forecast to evaluate trends in both the County's projected revenue streams as well as its expenditure requirements. This tool has been very helpful in allowing the County to make decisions in the current year with the knowledge of what their likely impact will be over the next several years.

The Five Year Fiscal Forecast presented on the following schedule starts with the Final Approved Budget for FY93/94 as the baseline for the forecast. The model is predicated upon the General Fund Net County Cost, County Contribution or as expenditure requirements for County programs. These expenditures are then compared to the projected revenue stream from discretionary revenues that are available for the Board of Supervisors to allocate to meet the requirements. Included within the discretionary revenue sources are the Fund Balance carried forward from the previous fiscal year. Discretionary revenues derive from the General Revenue Budget (#1101) which include the Countywide taxes and subventions, any sources of one-time funds and transfers from Reserves to help balance the Budget. In addition, in FY 1993-94 the infusion of Public Safety Trust Fund monies authorized with the passage of Proposition 172 has also been included within the Forecast. This revenue stream is then compared with the projected Net County Cost associated with County operations.

As shown on Column 2 of the attached schedule, the actual expenditures and revenues for FY93/94 will result in a General Fund balance carry forward of approximately $6.55 million. This revenue source, coupled with the discretionary revenue projected at $62 million, Public Safety revenues in the amount of $18.18 million, and a transfer from General Fund Reserves in the amount of $.9 million, results in a total revenue source of approximately $88.69 million for FY94/95. This revenue stream is sufficient, based upon current projections and assumptions, to balance the FY94/95 Budget.

Using the Final FY94/95 Budget as a revised baseline and then projecting out three years into the future, results in a negative General Fund Balance in each of the three years. As shown, the deficit grows from $10 million in FY95/96 to approximately $12.29 million in FY97/98. This is an indication that the Net County Cost, County Contribution to other funds, or expenditure requirements of County operations as they are constituted within the FY94/95 Budget are projected to grow at a faster pace than our discretionary revenue sources. This will require further Budget reductions in the future or the infusion of additional revenue streams into the Budget in order to balance our future year Budgets.

COUNTY OF SOLANO
FIVE YEAR FISCAL FORECAST

	FINAL BUDGET FY93/94	ACTUALS BUDGET 6/30/94	FINAL BUDGET FY94/95	PROJECTED BUDGET FY95/96	PROJECTED BUDGET FY96/97	PROJECTED BUDGET FY97/98
MEANS OF FINANCING						
Fund Balance (Prior year)	$5.897	$5.897	$7.074	$2.500	$2.500	$2.500
Discretionary Revenue	59.783	64.315	62.028	63.889	66.444	69.102
One Time Funds	3.559	5.878	0.490	0.000	0.000	0.000
From Reserves	3.889	3.889	0.918	0.000	0.000	0.000
Public Safety Trust Fund	6.703	12.900	14.250	14.820	15.561	16.339
Public Safety Trust Fund- Reserves	0.000	0.000	3.933	0.380	0.000	0.000
TOTAL MEANS OF FINANCING	**$79.831**	**$92.879**	**$88.693**	**$81.589**	**$84.505**	**$87.941**
BUDGET REQUIREMENTS						
Net County Cost	$70.067	$69.800	$65.651	$68.277	$71.691	$75.275
Long Term Debt	0.600	0.854	2.004	2.600	2.400	2.300
SLRP Data Processing	0.283	0.283	0.000	0.250	0.250	0.250
Contingencies	2.180	0.000	2.855	2.000	2.000	2.000
Public Safety Expenditures	6.703	8.304	17.803	18.515	19.441	20.413
	$79.833	$79.241	$88.313	$91.642	$95.782	$100.238
FUND BALANCE AVAILABLE	($0.002)	$12.806	$0.380	($10.053)	($11.276)	($12.297)
Contingency Balance	0.000	0.832	0.000	0.000	0.000	0.000
E.R.A.F. Payback		3.336	0.000	0.000	0.000	0.000
Held in Public Safety Trust Fund	0.000	3.933	0.380	0.000	0.000	0.000
GENERAL FUND BALANCE	($0.002)	$6.559	$0.000	($10.053)	($11.276)	($12.297)
TOTAL BUDGET REQUIREMENTS	**$2.910**	**$2.910**	**$2.000**	**$2.000**	**$2.000**	**$2.000**

SOLANO COUNTY BUDGET HISTORY

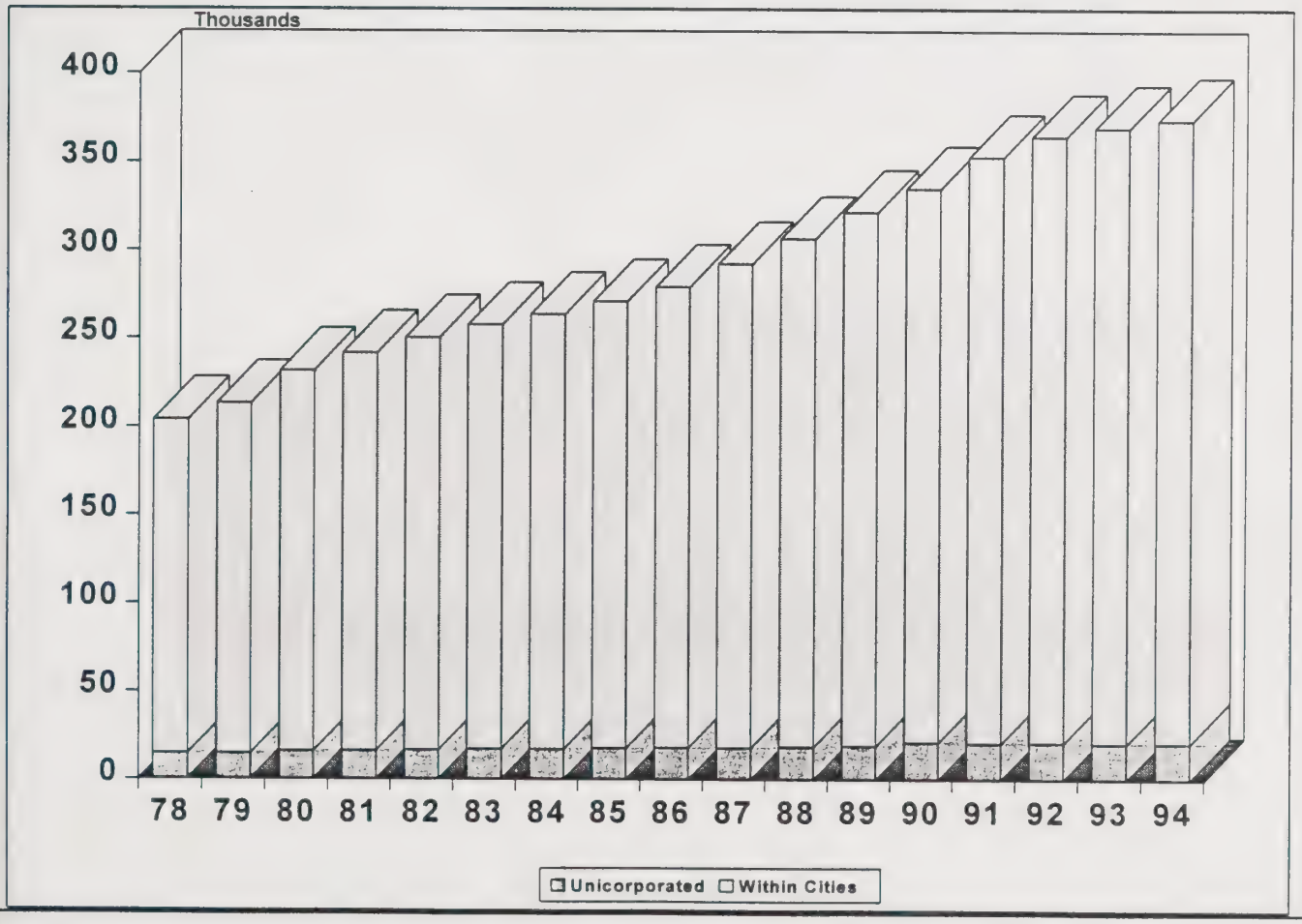
PERMANENT POSITION SUMMARY

PERMANENT POSITION ALLOCATION

There is a direct correlation between the growth of the County population and the number of County employees. A majority of the County services and programs are population driven. As the population grows so does the need and demand for County services. Welfare caseloads, District Attorney Family Support cases, Jail populations, number of real estate parcels to be assessed, the number of deeds of sale to be recorded and registered voters all increase with the population. From 1977 through the 1994 calendar years, a seventeen year time span, the population in Solano County increased from **204,200** to **373,923**. This is a net increase of **169,723** or **83%**, see Solano County Population Growth below.

SOLANO COUNTY POPULATION GROWTH

DURING PERIOD 1978 - 1994



During this same 17 year period, the total number of County Full Time Equivalent or (FTE) positions, each position performing 80 hours of work every 2 weeks, increased from **1,522** in FY 1977-78 to a Proposed **2,547** in FY 1994-95. This is a **67%** increase in FTE positions, see Permanent Position Allocation by Functional Area, 1978-1994. While the County population increased by 83% over this 17 year period, the number of FTE positions have only increased 67%, resulting in a higher workload ratio between number of County Employees vs. County Population.

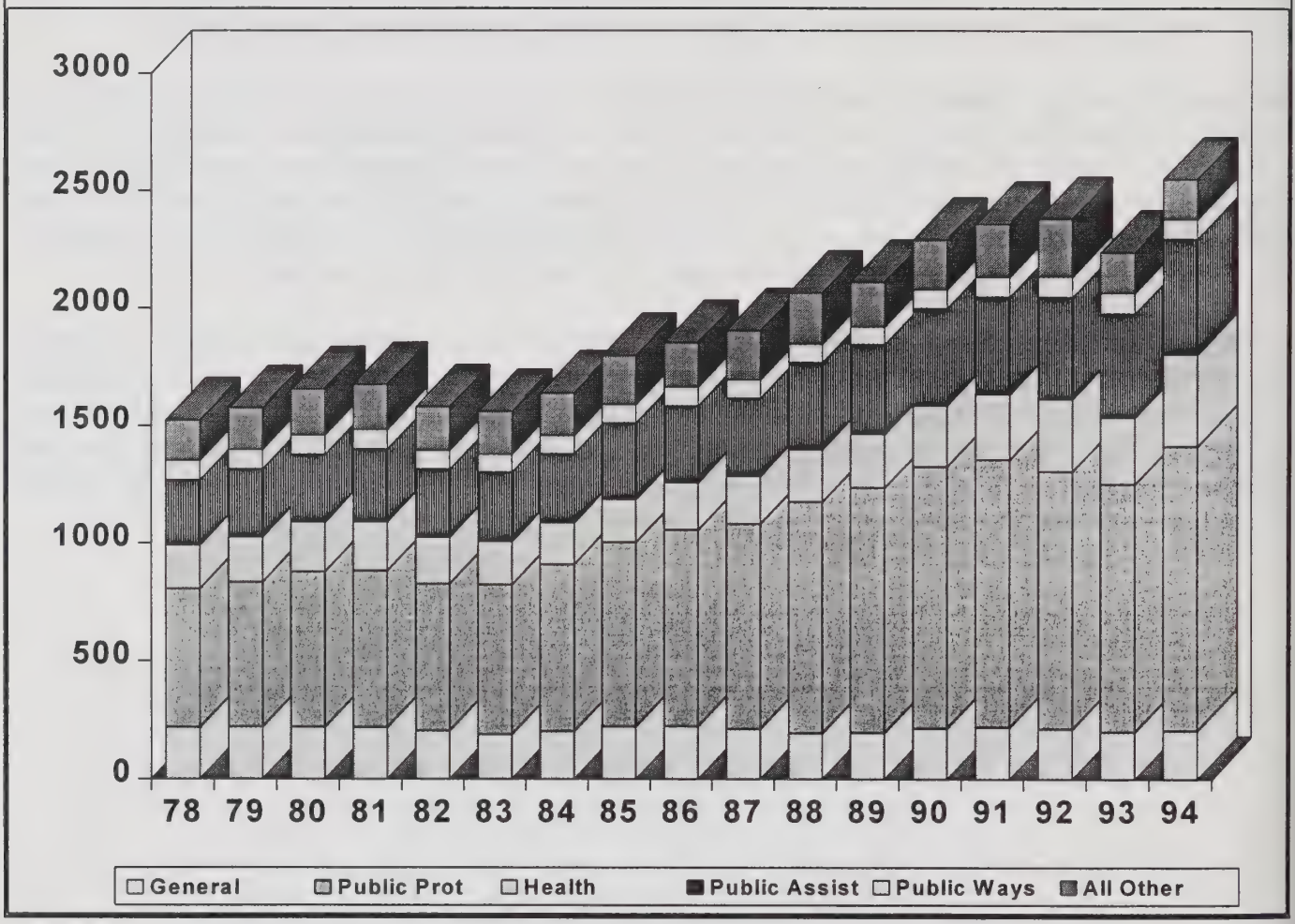
Staffing trends when analyzed by comparing the number of employees per **10,000** citizens shows that the number of FTE's for each **10,000** citizens has decreased by 6.4 employees per 10,000, or **(8.6%)** when compared to 1978. Again this demonstrates a discrepancy between number of County FTE's per 10,000 population resulting in a higher workload ratio for County Staff. See County Employees per 10,000 Population During Period 1978 - 1994.

Permanent Position Allocation by Functional Area breaks down these functional areas into General Government, Public Ways, and All Others. One graph shows Public Protection, Health & Social Services, and Public Assistance. While the General Government, and Public Ways category has remained status quo, the All Others category shows a decline in both 1993 and 1994. This is due to the transfer of 31 Primary Care positions into the Health Care category, and 22.2 positions from Institutional Services into the Sheriff's Department.

The Proposed Budget for FY 1994-95 includes **2,547** FTE positions, an overall increase of **210.65** positions. What must be taken into account however is that the adjusted FY 1993/94 Budget also shows **65** positions that were added to departments during this year. When comparing the Proposed Budget of **2,547** to the adjusted FY1993/94 Budget the real difference between total FTE's is **145.9**. The majority of these positions are in the Public Protection and Health and Social Services areas.

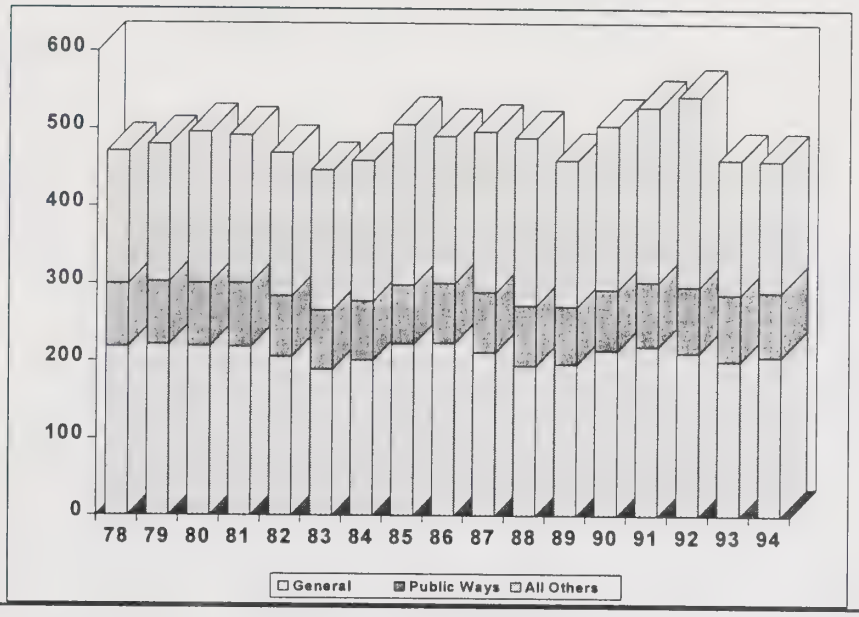
PERMANENT POSITION ALLOCATION

BY FUNCTIONAL AREA



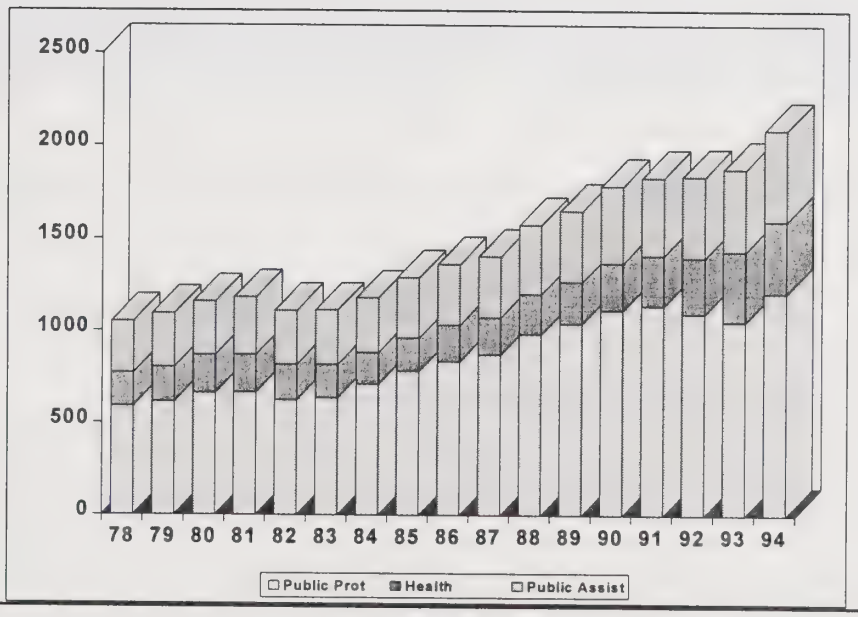
PERMANENT POSITION ALLOCATION

BY FUNCTIONAL AREA



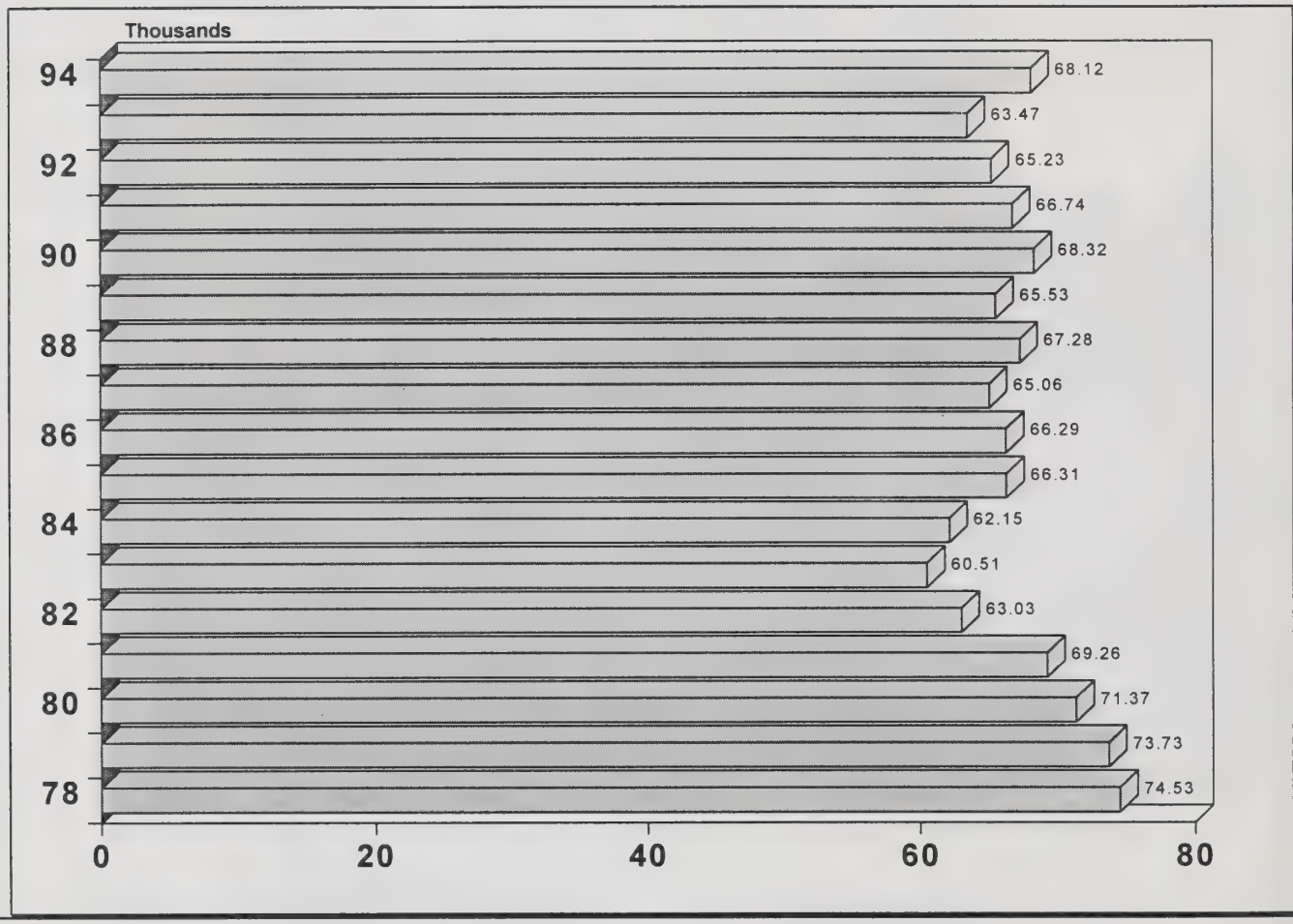
PERMANENT POSITION ALLOCATION

BY FUNCTIONAL AREA



COUNTY EMPLOYEES PER 10,000 POPULATION

DURING 1978 - 1994



POSITION ALLOCATION LIST
FY 1994-95

DEPARTMENT	FY92/93 FINAL	FY93/94 FINAL	FY94/95 REQUESTED	FY94/95 PROPOSED	FY94/95 REVISED	FY94/95 FINAL	FY94/95 FINAL DIFFERENCE
GENERAL GOVERNMENT							
1000 Board of Supervisors	10.10	9.50	9.50	9.50	9.50	13.00	3.50
1100 County Administrator	13.00	11.00	11.00	11.00	11.00	11.00	0.00
1103 Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1117 General Services	67.00	62.50	65.50	65.50	65.50	65.50	3.00
1901 Reprographics	3.00	3.00	4.00	4.00	4.00	4.00	1.00
1150 Assessor/Recorder	41.00	37.00	38.00	37.00	37.00	37.00	0.00
1200 Auditor-Controller	25.00	23.50	23.50	23.50	23.50	26.00	2.50
1310 Tax Collect/Cnty Clk	15.00	14.00	13.00	13.00	13.00	13.00	(1.00)
1350 Treasurer	4.00	4.00	4.00	4.00	4.00	4.00	0.00
1400 County Counsel	15.00	15.00	15.00	15.00	15.00	15.00	0.00
1500 Human Resources	14.00	14.00	14.00	15.00	15.00	14.00	0.00
1550 Registrar of Voters	7.00	7.00	7.00	7.00	7.00	7.00	0.00
TOTAL GENERAL GOVT	**214.10**	**200.50**	**204.50**	**204.50**	**204.50**	**209.50**	**9.00**
PUBLIC PROTECTION							
2050 Vjo-Benicia Muni Ct	56.00	56.00	58.00	58.00	58.00	59.50	3.50
2080 Superior Court	79.50	69.60	82.00	82.00	82.00	91.00	21.40
2100 Nthrn Solano Muni Ct	72.00	71.00	82.00	82.00	82.00	82.00	11.00
2450 District Attorney	80.75	79.55	91.30	91.30	91.30	92.30	12.75
2480 DA Family Support	66.00	88.00	99.00	99.00	91.00	91.00	3.00
2510 Public Defender	56.50	49.00	51.00	52.00	52.00	52.00	3.00
2520 Conflict Public Def.	11.00	11.00	12.00	12.00	12.00	12.00	1.00
2555 *Sheriff	388.00	349.00	396.10	396.10	396.10	396.10	47.10
2640 Marshal	12.00	12.00	14.00	13.00	13.00	13.00	1.00
2750 Probation	164.30	159.30	197.81	196.40	196.40	196.40	37.10
2830 Ag. Comm/Wts.& Meas.	32.00	32.00	31.00	31.00	31.00	31.00	(1.00)
2902 Coroner/Public Admin	8.50	8.00	8.00	8.00	8.00	8.00	0.00
2909 Recorder	14.00	14.00	16.00	16.00	16.00	16.00	2.00
2910 Environmental Mgmnt	54.00	51.00	51.50	51.50	52.00	52.00	1.00
2950 Emergency Services	2.00	2.00	1.00	1.00	1.00	1.00	(1.00)
TOTAL PUBLIC PROTECTION	**1,096.55**	**1,051.45**	**1,190.71**	**1,189.30**	**1,181.80**	**1,193.30**	**141.85**
HEALTH CARE							
4500 **Health Services	273.75	336.95	393.10	393.10	393.10	402.50	65.55
4600 Institutional Servc.	27.80	24.80	2.60	2.60	2.60	24.30	(0.50)
4450 Tobacco Prevent/Ed.	5.00	5.00	5.00	5.00	5.00	5.00	0.00
4100 Primary Care	31.00	0.00	0.00	0.00	0.00	0.00	0.00
4200 Home Health	18.00	18.00	18.00	18.00	17.00	17.00	(1.00)
TOTAL HEALTH CARE	**355.55**	**384.75**	**418.70**	**418.70**	**417.70**	**448.80**	**64.05**
PUBLIC WAYS							
3010 Transportation	80.00	80.00	77.00	77.00	77.00	77.00	(3.00)
3046 Rideshare	6.00	7.00	7.00	7.00	7.00	7.00	0.00
TOTAL PUBLIC WAYS	**86.00**	**87.00**	**84.00**	**84.00**	**84.00**	**84.00**	**(3.00)**
PUBLIC ASSISTANCE							
5000 **Social Services	433.50	436.00	498.35	486.05	487.95	495.75	59.75
5800 Veterans Services	3.50	3.50	4.00	4.00	4.00	4.00	0.50
TOTAL PUBLIC ASSISTANCE	**437.00**	**439.50**	**502.35**	**490.05**	**491.95**	**499.75**	**60.25**

* As of adoption of Final Budget, positions had not yet been transferred from Institutional Medical Services Budget.

** Administration Unit of Health & Social Services divided

POSITION ALLOCATION LIST CONT.
FY 1994-95

DEPARTMENT	FY92/93 FINAL	FY93/94 FINAL	FY94/95 REQUESTED	FY94/95 PROPOSED	FY94/95 REVISED	FY94/95 FINAL	FY94/95 FINAL DIFFERENCE
OTHER FUNDS							
1140 SCIPS	8.00	7.00	9.00	9.00	9.00	9.00	2.00
1600 Communications	10.00	9.00	9.00	9.00	9.00	9.00	0.00
1640 Property Management	1.00	2.00	2.00	2.00	2.00	2.00	0.00
1830 Risk Management	4.00	7.00	7.00	7.00	7.00	7.00	0.00
1870 MIS	1.00	0.00	0.00	0.00	0.00	0.00	0.00
2801 Fouts Springs Ranch	40.00	41.00	41.00	41.00	41.00	41.00	0.00
3100 Fleet Management	11.00	10.00	10.00	10.00	10.00	10.00	0.00
6060 Library GF	1.00	1.00	1.00	1.00	1.00	1.00	0.00
6200 Coop. Extension	2.00	2.25	2.25	2.25	2.25	2.25	0.00
6300 Library	99.80	80.30	76.80	76.80	79.30	79.80	(0.50)
7000 Parks	9.75	9.75	8.00	8.00	8.00	8.00	(1.75)
7150 Vallejo Veterns Bldg.	1.25	1.25	0.00	1.25	1.25	1.25	0.00
9000 Airport	3.00	3.00	0.00	3.00	3.00	3.00	0.00
TOTAL OTHER FUNDS	**191.80**	**173.55**	**166.05**	**170.30**	**172.80**	**173.30**	**(0.25)**
GRAND TOTAL	**2,381.00**	**2,336.75**	**2,566.31**	**2,556.85**	**2,552.75**	**2,608.65**	**271.90**

Total 1994-95 Final reflects 2 adjustments:

A : N.S. Muni Court should reflect 82 positions, not 80 as adopted in Final Budget

B : Sheriff final should reflect 396.1 positions, not 381.1

BUDGET CONSTRUCTION
LEGAL REQUIREMENTS

PURPOSE

This section provides a central reference point of State code requirements, administrative directives and recommended practices pertaining to the form and content of the annual County Budget issued by the State Controller's Office. Anticipated benefits include:

a. Consistent application of the law.
b. Higher degree of comparability among county budgets.
c. Written guidance for new personnel.

LEGAL BASIS

The Government Code specifies the content of the budget, budget adoption procedures and dates by which actions must be taken. (Gov. Code 29000-29144 Adm. 961-967)

FORMS

The budget document must be on such forms as are prescribed by the Controller and shall be presented in numerical order. (Gov. Code 29005)

PERMISSION TO DEVIATE

Permission to deviate from the prescribed forms must be obtained by written application to the State Controller. Permission is not required to add columns, schedules, graphs, etc., as long as the basic requirements are maintained.

FUNDS AND ACCOUNTS

Fund and account titles to be used by counties in the preparation of the budget are those contained in the publication Accounting Standards and Procedures for Counties, issued by the Controller. Special districts required to be included in the budget document shall use fund and account titles contained in the publication, Uniform Accounting System of Special Districts. (Adm. Code 920-945)

BASIS OF ACCOUNTING

The general operating group of funds (governmental fund types and special revenue funds) are budgeted and accounted for utilizing the modified accrual basis of accounting. This group of funds are those summarized on Schedule 1 of the budget document.

Internal service and enterprise funds are budgeted and accounted for utilizing the modified accrual basis of accounting.

The basis of accounting utilized in this budget document is required by directive of the State Controller and Governmental Generally Accepted Accounting Principles (GAAP) and prescribed by pronouncements of the Governmental Accounting Standards Board (GASB).

LEGAL DUTIES AND DEADLINES

State Controller
To promulgate budget rules, regulations and classification and to prescribe forms. (Gov. Code 29005)

All County Officials
To submit estimates of available financing and financing requirements for unit(s) administered. (Gov. Code 29040)

Auditor or Administrative Officer As Designated By Board
To receive budget estimates from officials. To prescribe and supply budget work sheets. To submit budget estimates when official responsible has not done so. To prepare tabulation of estimates. To submit tabulation to board. To file alternate procedure for Proposed Budget. (Gov. Code 29040, 29042, 29045, 29060, 29062, 29065.5)

Supervisors
To hold hearings on budget estimates prepared by officials. To make revisions, reductions and additions to estimates. To formally approve the tabulations, as revised, as the Proposed Budget. To make Proposed Budget available to the general public. To publish notice that budget is available and to announce public hearings . To commence public hearings. To conclude public hearings. To adopt Final Budget by resolution for County and special districts. To adopt secured tax rates. To levy taxes. (Gov. Code 29061, 29063, 29064, 29065, 29066, 29080, 29081, 29088, 29100, 29101)

Auditor
To furnish financial statements or data to responsible officials. To attend public hearing on Proposed Budget and furnish any financial statements and data required. To revise the Proposed Budget to reflect changes made by the Board. To calculate tax rates. To forward statement of all County tax rates, assessed valuations and amount of taxes levied and allocated to the State Controller. To file copy of Final Budget in the Office of the State Controller. To approve payments pending adoption of Final Budget. (Gov. Code 29043, 29044, 29083, 29103, 29109, 29093, 29124)

BUDGET POLICY OPTIONS OF SUPERVISORS

In addition to the legally-required duties, there are certain actions to implement the budget process which the supervisors may take.

Changing the arrangements of information on budget forms. Any such changes must be approved by the State Controller. (Gov. Code 29005)

Designation of data, in addition to available financing and financing requirements included in departmental estimates. (Gov. Code 29006)

Selection of method of presenting supporting data for salaries and wages appropriations. (Gov. Code 29007)

Designation of Auditor or Administrative Officer to receive budget estimates. (Gov. Code 29040, 29042)

Designation of Auditor or Administrative Officer to submit estimates in event of nonperformance by responsible official. (Gov. Code 29045)

Designation of Administrative Officer to prepare budget tabulation on prescribed forms. (Gov. Code 29061)

Designation of Administrative Officer to hold hearings and recommend changes in tabulation. (Gov. Code 29062)

Adoption of alternate Proposed Budget Procedure. (gov. Code 29065.5)

Authorization of additional appropriation controls and designation of official to administer controls. (Gov. Code 29090)

Approval of new positions and fixed assets prior to final budget adoption. (Gov. Code 29124)

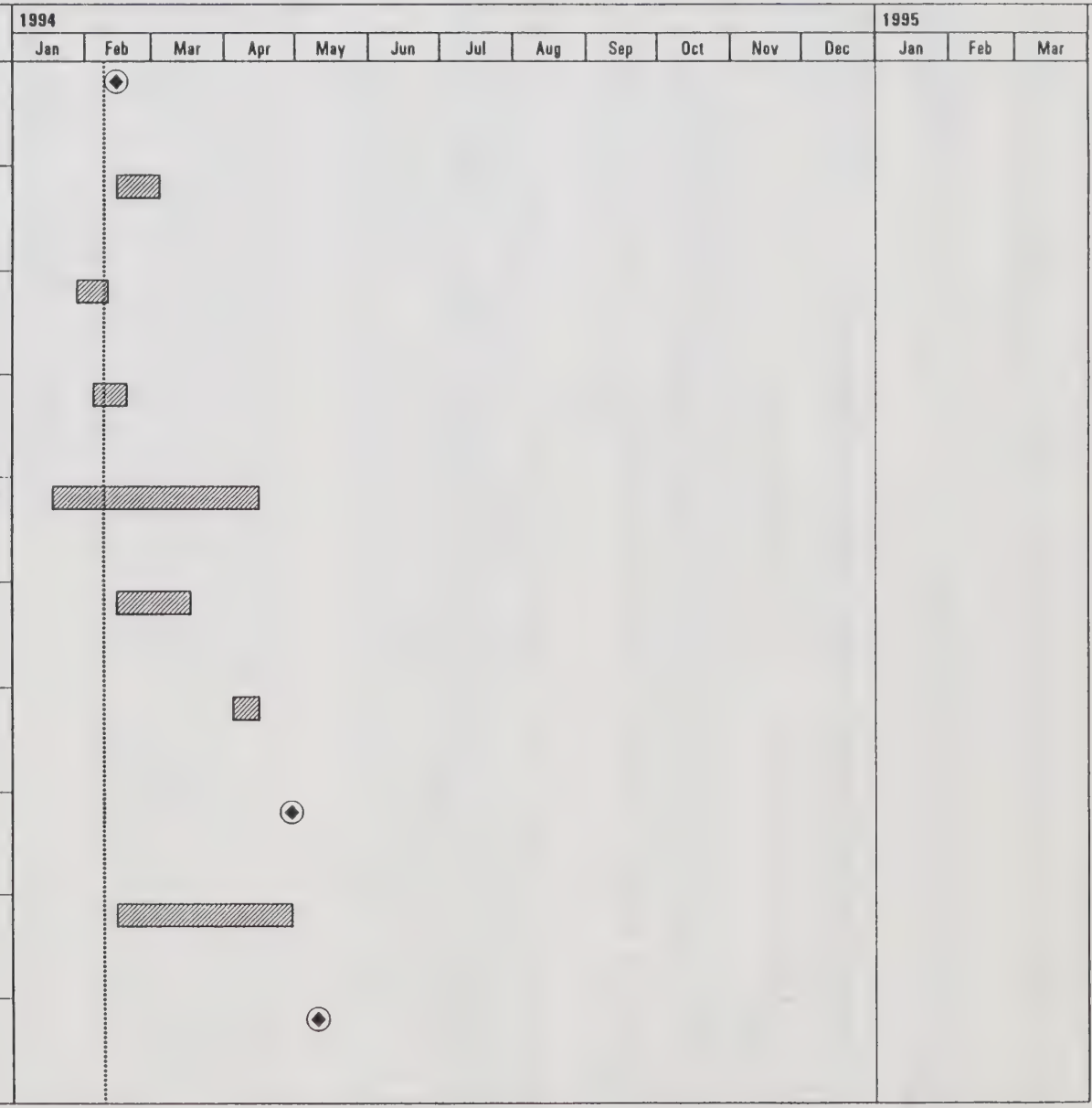
Designation of official to approve transfers and revisions of appropriations within a budget unit. (Gov. Code 29125)

Approval of budgetary adjustments. (Gov. code 29125, 29126, 29126.1, 29127, 29130)

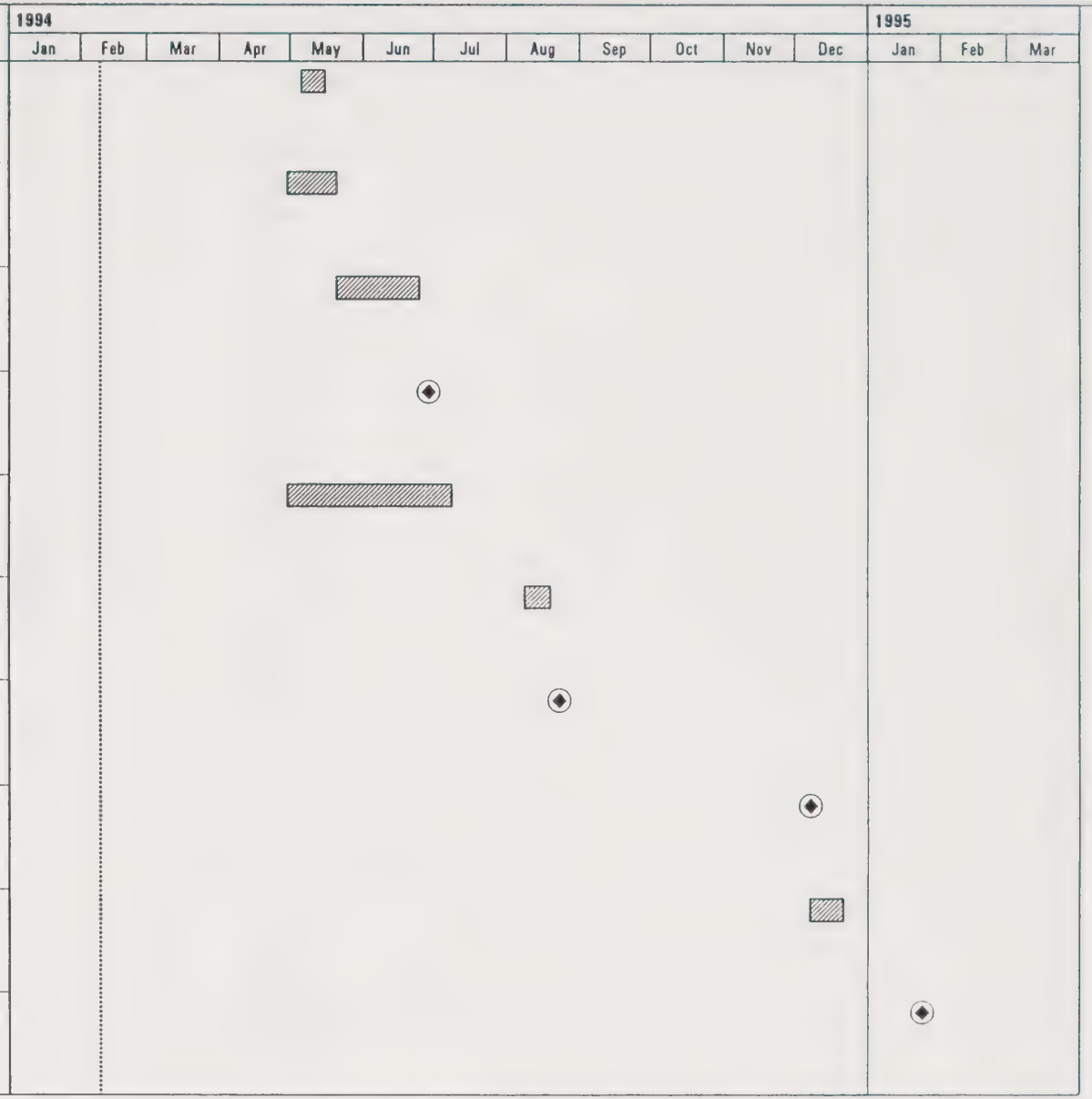
Designation of official to whom Auditor shall submit statements showing conditions of budget appropriations and estimated available financing. (Gov. Code 29131)

Solano County
FY 1994 - 95 Budget Calendar
County Administrator's Office

ID	Project	Lead Dept.	Assigned Staff
1	Distribution of budget instructions and dept head orientation 2/14/94 9:00 AM Board Room	CAO	
2	Budget preparation system data entry training 02/14/94 to 2/25/94 and 03/01/94 to 03/04/94	Depts	CMSI
3	Submittal of itemized maintenance requests, capital improvements, small projects, garage services to General Services by 02/10/94.	All Depts	
4	Submittal of itemized data processing service requests to CMSI by 02/18/94		
5	Human Resources ' final recommendations of classification study to CAO for FY94/95 Budget 4/15/94	Human Resources	Susan Harrington
6	Sumittal of budget worksheets/supporting documentation by depts. to CAO 3/17/94. Completion of dept. input budget info into system.	All Depts	
7	Completion of March revenue and expenditure projection for FY 93/94 by depts. to CAO 4/15/94	All Depts	
8	Send out Year End procedures to Depts. 4/28/94	Auditor	
9	Completion of dept head meetings by CAO staff 4/28/94	CAO	Analysts
10	Deadline for scheduling dept head appeals with CAO of analyst recommendations 5/10/94	CAO	Analysts



ID	Project	Lead Dept.	Assigned Staff
11	Completion of April revenue/expenditure projections for FY 93/94 by depts. to CAO 5/15/94	All Depts	
12	Final decision of CAO on dept. head budget appeals by 5/20/94	CAO	Michael D. Johnson
13	Deadline for submitting writen appeals of final CAO budget recommendations to BOS 6/24/94	All Depts	
14	Board accepts and approves FY 94/95 Proposed Budget for study 6/28/94	Board Of Supervisors	
15	Deadline for dept. head submittal of budget adjustments 7/8/94	Dept Heads	Analysts
16	FY94/95 Final Budget Hearings - 8/8/94 (Not to exceed 10 days)	Board Of Supervisors	
17	Adoption of FY94/95 Final Budget and Salary Resolution by BOS 8/23/94	Board Of Supervisors	
18	Distribution of FY 94/95 Mid-Year report instructions to depts. 12/7/94	CAO	Staff
19	Submission of Mid-Year report by Depts. to CAO 12/21/94	All Depts	
20	Submission of Mid-Year report to BOS 1/24/95	CAO	Staff



Solano County
FY 1994 - 95 Budget Calendar
County Administrator's Office

ID	Project	Lead Dept.	Assigned Staff	1994 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	1995 Jan	Feb	Mar
21	Preparation of Budget instructions and training 1/30/95	CAO	Analysts													◈		

GLOSSARY OF TERMS

GLOSSARY OF BUDGET TERMS

AB-8 - Omnibus 1979 legislation which revised property tax allocation among local agencies and schools, restructured local government and school financing, and made permanent the State "buyout" of local funding for major health and welfare programs; successor to Senate Bill 154, which was in effect for 1978-79.

ACCOUNT - A classification of expenditure or revenue. Example: "Office Expense" is an account in "Services and Supplies".

ACCRUED EXPENSES AND REVENUE - Expenses and/or revenues incurred/earned but not paid/received.

A-87 - This alpha/numeric designation refers to those costs allocated to County departments under the Countywide Cost Plan to cover central administrative and overhead expenses.

ACTIVITY - A specific line of work performed to accomplish a function for which a governmental unit is responsible. This designation is required by the State Controller. Example: "Protective Inspection" is an activity performed in discharging the "Public Protection" function.

APPROPRIATION - An authorization granted by the Board of Supervisors to make expenditures and to incur obligations for specific purposes. An appropriation expires at the end of the fiscal year.

APPROPRIATION EXPENDITURE - An expenditure chargeable to an appropriation.

ASSESSED VALUATION - A valuation set upon real estate or other property by the County or State Board of Equalization as a basis for levying taxes.

AUTHORIZED POSITIONS - Authorized positions are those included in the County's salary resolution and for which appropriate funding have been provided.

AVAILABLE FINANCING - All the components of financing a budget, primarily fund balance available, revenues, equity transfers, and reductions of reserves. This is a conventional term and should not be used in financial presentations.

AVAILABLE FUND BALANCE - The amount of fund equity available to finance the budget after deducting encumbrances, reserves and designations which identify limitations of its availability. This is a conventional term and should not be used in financial presentations.

BAIL OUT - Commonly-used term referring to the "block grant" portions of State fiscal relief to cities, counties and special districts.

BUDGET - The planning and controlling document for financial operation with estimates of proposed expenditures and revenues for the fiscal year.

BUDGET UNIT - That classification of the budget expenditure requirements into appropriate, identified, or organizational units deemed necessary or desirable for control and information related to a particular financial operation or program.

BUDGETED POSITIONS - The number of full-time equivalent positions to be funded in the budget. Budgeted positions should not be confused with "authorized" positions which are positions that may or may not be funded in the budget.

CAPITAL OUTLAY - Expenditures which result in the acquisition or addition to fixed assets. Significant capital projects are budgeted in a capital projects budget.

CASH FLOW - Cash available from net collections available for expenditure payments at any given point.

CENTRAL SERVICE COSTS - Those costs which cover central administrative and overhead expenses allocated back to departments through the A-87 Cost plan.

COLA - Cost of living adjustment.

CONTINGENCY - An amount not to exceed 15 percent of specified appropriations of the fund in which it is allocated, appropriated for unforeseen expenditure requirements.

CONTRACTED SERVICES - Expense of services rendered under contract by personnel who are not on the payroll of the jurisdiction, including all related expenses covered by the contract.

COST ACCOUNTING - The method of accounting which provides for assembling and recording of all the elements of cost incurred to accomplish a purpose, to carry on an activity or operation, or to complete a unit of work or a specific job.

COUNTYWIDE FUNDS - The main operating funds of the County accounting for expenditures and revenues for Countywide activities.

CURRENT REVENUE - Revenues of a governmental unit which are available to meet expenditures of the current fiscal year.

DEBT SERVICE FUND - A fund established to finance and account for the payment of interest and principal on all general obligation debt, other than that payable exclusively from special assessments and revenue debt issued for and serviced by a governmental enterprise.

DELINQUENT TAXES - Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached.

DEPARTMENT - An organizational device used by County management to group programs of like nature.

DESIGNATION - For government fund types, a segregation of a portion of the unreserved fund balance to indicate tentative plans for financial resource utilization in a future period, such as for general contingencies, equipment replacement, financing receivables, etc.

EARMARKED FUNDS - Revenues designated by statute or Constitution for a specific purpose.

EMPLOYEE BENEFITS - Amounts paid on behalf of employees; these amounts are not included in the gross salary. They are fringe benefit payments, and, while not paid directly to employees, they are

nevertheless a part of the cost of salaries and benefits. Examples are group health or life insurance payments, contributions to employee retirement, Social Security taxes, workers' compensation payments, and unemployment insurance payments.

ENCUMBRANCE - An obligation in the form of a purchase order, contract, or other commitment which is chargeable to an appropriation. Available appropriations and fund balance are reduced by the amount of outstanding encumbrances.

ENTERPRISE FUND - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the government body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

EXPENDITURE - The payment or recording of the liability for the cost of goods delivered or services rendered during the fiscal year.

EXPENDITURE TRANSFERS - Reimbursement of funds to a provider budget unit for services/supplies received by another budget unit. Transactions of this nature are limited to budgets within the same fund.

FINAL BUDGET - Approved legal spending plan for a fiscal year. By statute, the Board of Supervisors must approve a Final Budget by October 2 each year.

FISCAL YEAR - Twelve-month period for which a budget is prepared. The fiscal year for Solano County is July 1 through June 30.

FIXED ASSETS - A tangible item of a long-term character such as land, buildings, furniture, and other equipment with a unit cost in excess of $500.

FUNCTION - A group of related budget units aimed at accomplishing a major service for which a governmental unit is responsible. These designations are specified by the State Controller. Example: "Public Protection" is a function.

FUND - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE - The excess of assets of a fund over its liabilities. A portion of this balance may be available to finance the succeeding year's budget.

FUND EQUITY - The net difference of assets over liabilities.

GENERAL FUND - The main operating fund of the County, accounting for expenditures and revenues for countywide activities. The bulk of the property tax rate is represented by this fund.

GENERAL RESERVE - A separate fund or equity restriction within a fund to provide for dry period financing.

GRANT - A contribution from one governmental unit to another, usually made for a specific purpose

and time period.

INTERNAL SERVICE FUND - A fund used to account for the financing of goods or services provided by one department or agency to another department or agency of a government: i.e. Fleet, Data Processing, Risk Management.

NON-PROGRAM REVENUE - Non-program revenue includes such items as property taxes, sales tax, interest earnings, etc. It is revenue which is not dedicated to a specific program.

MANDATED PROGRAMS - Mandated programs are those programs and services which the County is required to provide by specific State and/or Federal law.

MATCH - The term "match" refers to the percentage of local discretionary County monies in the General Fund which, by law, must be used to match a certain amount of State and/or Federal funds. For example, for the majority of welfare aid payments, the County must match every 95 state dollars they receive, with 5 dollars from the County's General Fund.

OBJECT OF EXPENDITURE - A major category of appropriation. Example: "Salaries and Employee Benefits" and "Services and Supplies".

OTHER CHARGES - A category of appropriations for payment to an agency, institution, or person outside the County Government.

PER CAPITA - Amount per individual.

PROGRAM REVENUE - Revenue which is derived from and dedicated to specific program operations.

PROPOSED BUDGET - The working document for the fiscal year under discussion. Approval of this document does not allow expenditures for new programs or fixed assets without specific Board of Supervisors' authorization.

PROPOSITION 13 - A tax limitation initiative approved by the voters in 1978. Proposition 13 provided for: 1) a 1 percent tax limit exclusive of tax rates to repay existing voter-approved bonded indebtedness, (2) assessment restrictions establishing 1975 level values for all property with allowable increase of 2 percent annually and reappraisal to current value upon change in ownership and new construction, (3) a two-thirds vote requirement to increase State taxes, and (4) a two-thirds vote of the electorate for local agencies to impose "special taxes".

REAL PROPERTY - Land and the structures attached to it.

REIMBURSEMENT - Payment received for services/supplies expended for another institution, agency, or person.

RESERVE - An account used to earmark a portion of fund equity which is legally or contractually restricted for future use or not available for expenditure.

REVENUE - Money received to finance ongoing County services. Examples: property taxes, sales taxes, fees, and State and Federal grants.

SALARIES AND EMPLOYEE BENEFITS - An object of expenditure which establishes all expenditures

for employee-related costs.

SALARY SAVINGS - The dollar amount of salaries which can be expected to be saved due to vacancies and turnover of employees.

SCHEDULE - A listing of financial data in a form and manner prescribed by the State.

SCHEDULE 1 - A summary of the overall County Budget by fund, the means of financing the budget and the expenditure requirements.

SCHEDULE 2 - An analysis of the fund balance available at the end of a fiscal year to finance the next year's budget.

SCHEDULE 3 - A detailed list of provisions for reserves by fund.

SCHEDULE 4 - A summary of estimated revenues by fund and source.

SCHEDULE 5 - An analysis of revenues by source and fund.

SCHEDULE 6 - An analysis of property tax revenues and assessed valuations.

SCHEDULE 7 - A summary of County financing requirements by fund.

SCHEDULE 8 - A summary of budget requirements with historical data listed by general function as defined by the State Controller.

SCHEDULE 9 - A summary of accounts and total requirements for each budget unit.

SCHEDULE 10 - A summary of revenues and expenditures for an Internal Service Funds.

SCHEDULE 11 - This schedule shows the operating statements for all Enterprise Funds.

SCHEDULE 12 - A special statement which is required as part of both the Proposed and Final Budgets and indicates the status of expenditures from bond proceeds.

SCHEDULE 13 - Summary of a special district budget. This schedule is the counterpart of Schedule 1 of the County budget forms and summarizes information related to special districts whose affairs and finances are under the supervision and control of the Board of Supervisors.

SCHEDULE 14 - Analysis of fund balance unreserved/undesignated to finance the budget. This schedule is a counterpart of Schedule 2 of the County budget forms.

SCHEDULE 15 - Special district's detail of provisions for reserves/designations. This schedule is the counterpart of Schedule 3 of the County budget forms.

SCHEDULE 16 - Special district budget detail. This schedule is used in conjunction with Schedules 13, 14 and 15 to provide the supportive detail for the estimated revenues, other financing sources and residual equity transfers, and estimated financing requirements.

SECURED ROLL - Assessed value of real property, such as land, buildings, secured personal property, or anything permanently attached to land as determined by each County Assessor.

SECURED TAXES - Taxes levied on real properties in the County which are "secured" by a lien on the properties.

SERVICES AND SUPPLIES - An object of expenditure which establishes expenditures for the operating expenses of County departments and programs.

SPECIAL DISTRICT - Independent unit of local government generally organized to perform a function(s) for a specific area. Example: street lighting, waterworks, and fire departments.

SPENDING LIMITS - Refers to the Gann Initiative (Proposition 4 on the November, 1979, ballot), which imposed limits on the allowable annual appropriations of the State, schools, and most local agencies; limit is generally prior year appropriations factored by CPI and population changes.

SUBSIDY - A subsidy describes the amount of money that must be added to an operating budget to cover the shortfall between departmental revenues and departmental expenditures.

SUBVENTION - Payments by an outside agency (usually from a higher governmental unit) for costs which originate in the County.

SUPPLEMENTAL TAX ROLL - The Supplemental Property Tax Roll is a result of legislation enacted in 1983 and requires an assessment of property when a change to the status of the property occurs, rather than once a year as was previously the case.

TAX LEVY - Amount of tax dollars raised by the imposition of the property tax rate on the assessed valuation.

TAX RATE - The rate per one hundred dollars of the assessed valuation base necessary to produce the tax levy.

TAX RELIEF SUBVENTIONS - Funds ordinarily paid to compensate for taxes lost because of tax relief measures, such as homeowner's exemption.

TEETER PLAN - A plan whereby 100% of the secured property taxes levied are apportioned to eligible agencies instead of the historical practice of apportioning 100% of taxes that have been collected. This would allow the County to finance all delinquent property taxes.

TRANSIENT OCCUPANCY TAX - A tax collected by a motel/hotel operator for a percentage of the room rent paid by each transient, which is then due the County. This is sometimes referred to as T.O.T.

TRUST FUND - A fund used to account for assets held by a government in a trustee capacity.

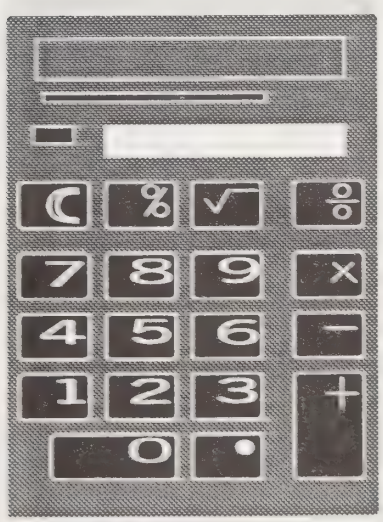
UNINCORPORATED AREA - The areas of the County outside city boundaries.

UNREIMBURSED COST - The difference between total appropriations and total revenues for a given department.

UNSECURED TAX - A tax on properties such as office furniture, equipment, and boats which are not secured by real property owned by the assessee.

USE TAX - A tax on goods purchased outside the State to prevent revenue loss from avoidance of sales taxes by means of out-of-state purchases. A use tax is also levied in order to remove inequities between purchases made within and outside the State.

SUMMARY BUDGET SCHEDULES FY 1994-95



COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 1
SUMMARY OF COUNTY BUDGET
FOR FISCAL YEAR 1994-1995

AVAILABLE FINANCING

FUND #	COUNTY FUNDS (1)	FUND BALANCE UNRESERVED UNDESIGNATED JUNE 30, 1994 ESTIMATED (2)	CANCELLATION OF PRIOR RESERVES DESIGNATIONS (3)	ESTIMATED ADDITIONAL FINANCING SOURCES (4)	TOTAL AVAILABLE FINANCING (5)	ESTIMATED FINANCING USES (6)	PROV. FOR RESERVES AND/OR DESIGN (NEW OR INCR) (7)	TOTAL FINANCING REQUIREMENTS (8)
001	GENERAL	$13,858,085	$918,699	$73,062,524	$87,839,308	$81,055,722	$6,783,586	$87,839,308
004	COUNTY FREE LIBRARY	1,510,945	0	5,674,821	7,185,766	7,061,241	124,525	7,185,766
005	LAW LIBRARY	109,509	0	251,964	361,473	318,359	43,114	361,473
006	ACCUMULATED CAPITAL OUTLAY	1,850,698	156,604	12,590,943	14,598,245	14,530,245	68,000	14,598,245
012	FISH AND GAME	11,142	0	1,475	12,617	12,617	0	12,617
016	PARKS AND RECREATION	(25,593)	167	763,527	738,101	738,101	0	738,101
101	TRANSPORTATION	852,787	0	6,883,990	7,736,777	7,225,421	511,356	7,736,777
260	BUILDING CORPORATION CAPITAL IMPROVEMENTS	(9,486)	0	123,708	114,222	114,222	0	114,222
282	STORM / FLOOD	13,018	0	0	13,018	0	13,018	13,018
300	DEBT SERVICES	9,952	0	405,048	415,000	415,000	0	415,000
302	SOLANO FIN. H& SS	0	0	284,984	284,984	284,984	0	284,984
303	BUILDING CORPORATION DEBT SERVICES	266,164	0	3,773,272	4,039,436	4,039,436	0	4,039,436
304	CAPITAL ASSET FINANCING	8,671	0	1,840,000	1,848,671	1,641,110	207,561	1,848,671
305	UNFUNDED LIABILITIES	740,169	0	91,677	831,846	831,846	0	831,846
364	COMMUNITY DEVELOPMENT BLOCK GRANT	0	0	492,334	492,334	492,334	0	492,334
365	RURAL HEALTH SERVICES 94 / 95	0	0	364,369	364,369	364,369	0	364,369
366	RURAL HEALTH SERVICES 92 / 93	50,943	0	150,024	200,967	200,967	0	200,967
367	RIDESHARE	98,681	0	498,334	597,015	579,834	17,181	597,015
369	DA FAMILY SUPPORT	(87,351)	0	6,073,093	5,985,742	5,985,742	0	5,985,742
380	RURAL HEALTH SERVICES 93 / 94	(35,103)	0	364,369	329,266	329,266	0	329,266
390	TOBACCO PREVENTION & EDUCATION	16,859	0	323,791	340,650	340,650	0	340,650
900	PUBLIC SAFETY	0	0	57,113,782	57,113,782	57,113,782	0	57,113,782
901	TRIAL COURT FUNDING	0	0	15,557,214	15,557,214	15,557,214	0	15,557,214
902	HEALTH AND SOCIAL SERVICES	0	0	166,718,723	166,718,723	166,718,723	0	166,718,723
	GRAND TOTAL	$19,240,090	$1,075,470	$353,403,966	$373,719,526	$365,951,185	$7,768,341	$373,719,526

APPROPRIATIONS LIMIT
(1994-1995 ESTIMATED)

APPROPRIATIONS LIMIT	$114,976,585
LESS TRANSFER TO STATE	3,572,912
ADJUSTED APPROPRIATIONS LIMIT	111,403,673
APPROPRIATIONS SUBJECT TO LIMIT	$50,000,000

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 2
ANALYSIS OF FUND BALANCE UNRESERVED / UNDESIGNATED
AS OF JUNE 30, 1994

FUND #	COUNTY FUNDS (1)	FUND BALANCE AS OF JUNE 30, 1994 ACTUAL... (2)	LESS: FUND BALANCE-RESERVE DESIGNATED JUNE 30			FUND BALANCE UNRESERVED UNDESIGNATED JUNE 30, 1994 ACTUAL... (6)
			ENCUMBRANCES JUNE 30, 1994 (3)	GENERAL AND OTHER RESERVES (4)	DESIGNATION (5)	
001	GENERAL	$17,582,745	$759,632	$2,965,028		$13,858,085
004	COUNTY FREE LIBRARY	1,992,863	167,386	314,532		1,510,945
005	LAW LIBRARY	113,828	4,319	0		109,509
006	ACCUMULATED CAPITAL OUTLAY	2,062,176	54,874	156,604		1,850,698
012	FISH AND GAME	43,747	0	32,605		11,142
016	PARKS AND RECREATION	505	246	25,852		(25,593)
101	TRANSPORTATION	1,213,564	131,847	228,930		852,787
260	BUILDING CORP CAP IMPROVEMENTS	118,198	127,684	0		(9,486)
282	STORM / FLOOD	65,477	0	52,459		13,018
300	DEBT SERVICES	13,067	0	3,115		9,952
302	SOLANO FIN. H & SS BLDG.	0	0	0		0
303	BUILDING CORPORATION DEBT SERVICES	3,761,462	0	3,495,298		266,164
304	CAPITAL ASSET FINANCING	1,485,191	0	1,476,520		8,671
305	UNFUNDED LIABILITIES	1,210,185	0	470,016		740,169
364	COMMUNITY DEVELOPMENT BLOCK GRANT	0	0	0		0
365	RURAL HEALTH SERVICES 94 / 95	0	0	0		0
366	RURAL HEALTH SERVICES 92 / 93	50,943	0	0		50,943
367	SOLANO COMMUTER INFO.	114,479	11,798	4,000		98,681
369	DA FAMILY SUPPORT	(31,622)	55,729	0		(87,351)
380	RURAL HEALTH SERVICES 93 / 94	(35,103)	0	0		(35,103)
390	TOBACCO PREVENTION & EDUCATION	354,054	0	337,195		16,859
900	PUBLIC SAFETY	0	0	0		0
901	TRIAL COURT FUNDING	0	0	0		0
902	HEALTH AND SOCIAL SERVICES	0	0	0		0
	GRAND TOTAL	**$30,115,759**	**$1,313,515**	**$9,562,154**	**$0**	**$19,240,090**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 3
DETAIL OF PROVISIONS FOR RESERVATIONS/DESIGNATIONS
FOR FISCAL YEAR 1994-1995

FUND #	DESCRIPTION (IDENTIFY RESERVES & DESIGNATIONS)	RESERVES/ DESIGNATIONS BAL. AS OF JUNE 30, 1994 ESTIMATED	AMT. AVAIL FOR FINANCE BY CANCELLATION PROPOSED	AMT. AVAIL FOR FINANCE BY CANCELLATION APPROVED/ ADOPTED BY BOARD OF SUP.	INCRS OR NEW RES / DESIG. PROVIDED IN BUDGET YEAR PROPOSED	INCRS OR NEW RES / DESIG. PROVIDED IN BUDGET YEAR APPROVED/ ADOPTED BY BOARD OF SUP.	TOTAL RESERVES DESIGNATIONS FOR BUDGET YR. 1994-1995
	(1)	(2)	(3)	(4)	(5)	(6)	(7)
001	GENERAL FUND						
	General Reserve	$2,918,699		$918,699			$2,000,000
	Designations	0				$6,783,586	6,783,586
	Imprest Cash	14,320					14,320
	Inventory	6,307					6,307
	SDAF Reserve	19,986					19,986
	Accounts Receivable	5,716					5,716
	GENERAL FUND TOTAL	$2,965,028					$8,829,915
004	LIBRARY						
	General Reserve	$104,604				$124,525	$229,129
	Imprest Cash	470					470
	Equipment Replacement	209,208					209,208
	Deposits with Others	250					250
	LIBRARY FUND TOTAL	$314,532					$439,057
005	LAW LIBRARY						
	General Reserve	$0				$43,114	$43,114
006	ACO						
	General Reserve	$156,604		$156,604		$68,000	$68,000
012	FISH AND GAME						
	General Reserve	$32,605					$32,605
016	PARKS AND RECREATION						
	Other Reserves	$24,022		$167			$23,855
	Imprest Cash	100					100
	Parks and Rec. Comm.	1,730					1,730
	PARKS AND RECREATION TOTAL	$25,852					$25,685
101	ROAD						
	General Reserve	$88,644					$88,644
	Designations	0				$511,356	511,356
	Imprest Cash	250					250
	Inventory	140,036					140,036
	ROAD TOTAL	$228,930					$740,286
282	STORM,FLOOD LOCAL RELIEF						
	Other Reserves	$52,458				$13,018	$65,476
300	DEBT SERVICES						
	Other Reserves	$3,115					$3,115
303	SOLANO BLDGS. CORP. DEBT.						
	Other Reserves	$3,495,298					$3,495,298
304	CAPITAL ASSETS						
	Other Reserves	$1,476,520				$207,561	$1,684,081
305	UNFUNDED LIABILITY	$470,016					$470,016
367	SOLANO COMMUNTER INIFO.						
	General Reserve	$4,000				$17,181	$21,181
390	TOBACCO PREVENTION						
	General Reserve	$337,195					$337,195
	GRAND TOTAL	$9,562,153		$1,075,470		$7,768,341	$16,255,024

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 04
SUMMARY OF ESTIMATED ADDITIONAL FINANCING
BUDGET FOR THE FISCAL YEAR 1994-1995

SUMMARIZATION BY SOURCE	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
TAXES	$49,996,736	$37,142,292	$35,810,486	$36,214,583	$36,484,895
LICENSES,PERMITS AND FRANCHISE	2,014,705	2,292,016	2,305,286	2,364,778	2,389,778
FINES,FORFEITURES & PENALTY	2,951,161	3,498,739	2,608,391	2,708,391	2,432,309
REVENUE FROM USE OF MONEY/PROP	6,146,310	8,053,128	5,776,327	5,776,327	5,809,914
INTERGOVERNMENTAL REVENUES	157,279,541	174,794,494	186,725,097	204,476,671	205,265,304
CHARGES FOR SERVICES	21,657,308	23,588,201	26,142,171	26,775,221	26,896,025
MISC REVENUES	7,790,712	9,363,409	3,025,198	3,072,198	6,374,201
OTHER FINANCING SOURCES	2,573,101	4,242,230	14,260,344	67,462,843	67,751,540
GRAND TOTAL	**$250,409,574**	**$262,974,509**	**$276,653,300**	**$348,851,012**	**$353,403,966**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 04
SUMMARY OF ESTIMATED ADDITIONAL FINANCING
BUDGET FOR THE FISCAL YEAR 1994-1995

SUMMARIZATION BY FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
001 GENERAL	$223,724,599	$233,160,740	$68,411,776	$69,570,760	$73,062,524
004 COUNTY LIBRARY	6,196,596	6,179,452	5,785,146	5,785,146	5,674,821
005 LAW LIBRARY	261,317	269,238	251,500	251,500	251,964
006 CAPITAL OUTLAY	2,109,882	2,241,523	11,774,128	11,774,128	12,590,943
012 FISH AND GAME	11,267	18,720	12,500	12,500	1,475
016 PARKS AND RECREATION	611,480	613,178	608,522	608,522	763,527
101 ROAD	7,071,689	7,759,876	6,809,788	6,809,788	6,883,990
260 SOLANO BLDG CORP CAP IMP	45,985	18,633	123,708	123,708	123,708
282 STORM/FLOOD LOCAL RELIEF	4,500	4,737	0	0	0
300 SO CO DEBT SVCE FUND	428,497	465,575	415,000	415,000	405,048
302 SOLANO FINANCING HSS BLDG	2	0	803,638	803,638	284,984
303 SOL CTY BLDG CORP DEBT SV	2,512,249	4,738,502	4,039,854	4,039,854	3,773,272
304 CAPITAL ASSET FINANCING	1,897,523	1,908,413	1,840,000	1,840,000	1,840,000
305 UNFUNDED LIABILITIES	98,940	99,375	0	0	91,677
307 SOL FIN AUTH #3 DEBT SERV	1	0	0	0	0
309 PARKS PROJECTS	229,135	140,613	0	0	0
363 RURAL HLTH SVCES 91/92	10,163	0	0	0	0
364 COMMUNITY BLOCK GRANT PROGRAM	29,850	0	492,334	492,334	492,334
365 RURAL HEALTH SERVICES 94/95	0	0	364,369	364,369	364,369
366 RURAL HLTH SVCES 92/93	137,273	101,375	0	200,967	150,024
367 SOLANO COMMUTER INFORMATION	429,114	483,131	496,334	496,334	498,334
369 DISTRICT ATTORNEY FAMILY SPT	3,954,037	4,468,594	6,030,396	6,030,396	6,073,093
380 RURAL HEALTH SERVICES 93/94	0	0	364,369	364,369	364,369
390 TOBACCO PREVENTION & EDUCATION	655,047	302,834	340,650	340,650	323,791
391 RURAL HLTH SVCES 90/91	(9,572)	0	0	0	0
900 PUBLIC SAFETY	0	0	10,565,496	57,420,228	57,113,782
901 TRIAL COURTS	0	0	7,755,385	15,407,871	15,557,214
902 HEALTH & SOCIAL SERVICES	0	0	149,368,407	165,698,950	166,718,723
GRAND TOTAL	**$250,409,574**	**$262,974,509**	**$276,653,300**	**$348,851,012**	**$353,403,966**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY SOURCE BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
9000 TAXES					
001 PROPERTY TAXES-CURRENT SECURED	40,140,867	29,935,726	28,121,870	28,525,953	29,104,970
001 PROPERTY TAXES-CURRENT UNSEC	1,569,008	1,000,013	922,000	922,010	711,211
001 PROPERTY TAXES-PRIOR UNSECURED	52,539	(21,709)	0	0	0
001 PROPERTY TAXES-CURRENT SUPP	596,813	140,053	573,500	573,504	573,504
001 PROPERTY TAXES-PRIOR SECURED	(274,971)	(74,686)	50,000	50,000	50,000
001 PENALTIES & COSTS	230,725	18,425	60,000	60,000	60,000
001 SALES & USE TAX	1,531,552	832,030	875,000	875,000	875,000
001 TRANSIENT OCCUPANCY TAX	0	0	0	0	0
001 PROPERTY TRANSFER TAX	703,774	932,209	900,000	900,000	900,000
001 TAXES-OTHER	0	0	0	0	0
004 PROPERTY TAXES-CURRENT SECURED	1,460,252	1,959,134	2,147,126	2,147,126	2,130,683
004 PROPERTY TAXES-CURRENT UNSEC	48,745	64,416	56,472	56,472	55,074
004 PROPERTY TAXES-PRIOR UNSECURED	3,499	(1,352)	0	0	0
004 PROPERTY TAXES-CURRENT SUPP	26,172	22,149	40,968	40,968	40,968
004 PROPERTY TAXES-PRIOR SECURED	(2,483)	(14,872)	0	0	0
004 SPECIAL DIST AUGMENTATION	1,326,934	0	(114,478)	(114,478)	(114,478)
006 PROPERTY TAXES-CURRENT SECURED	1,061,774	787,953	838,443	838,443	768,259
006 PROPERTY TAXES-CURRENT UNSEC	41,878	26,483	24,441	24,441	19,173
006 PROPERTY TAXES-PRIOR UNSECURED	1,366	(439)	0	0	0
006 PROPERTY TAXES-CURRENT SUPP	15,581	3,847	15,149	15,149	15,149
006 PROPERTY TAXES-PRIOR SECURED	(7,249)	(1,882)	0	0	0
016 PROPERTY TAXES-CURRENT SECURED	266,530	197,781	210,456	210,456	192,837
016 PROPERTY TAXES-CURRENT UNSEC	10,512	6,650	6,137	6,137	4,815
016 PROPERTY TAXES-PRIOR UNSECURED	344	(110)	0	0	0
016 PROPERTY TAXES-CURRENT SUPP	3,911	969	3,802	3,802	3,802
016 PROPERTY TAXES-PRIOR SECURED	(4,466)	(471)	0	0	0
101 PROPERTY TAXES-CURRENT SECURED	266,912	302,085	304,600	304,600	316,778
101 PROPERTY TAXES-CURRENT UNSEC	9,397	9,993	10,000	10,000	10,038
101 PROPERTY TAXES-PRIOR UNSECURED	448	(73)	0	0	0
101 PROPERTY TAXES-CURRENT SUPP	3,629	0	1,000	1,000	4,064
101 PROPERTY TAXES-PRIOR SECURED	(3,683)	(329)	0	0	0
101 SPECIAL DIST AUGMENTATION	170,000	0	0	0	0
101 TRANSPORTATION TAX	341,819	599,948	358,000	358,000	358,000
300 PROPERTY TAXES-CURRENT SECURED	385,636	408,616	391,200	391,200	391,200
300 PROPERTY TAXES-CURRENT UNSEC	17,161	14,542	13,000	13,000	12,048
300 PROPERTY TAXES-PRIOR UNSECURED	360	(417)	0	0	0
300 PROPERTY TAXES-CURRENT SUPP	4,322	(4,094)	0	0	0
300 PROPERTY TAXES-PRIOR SECURED	(2,872)	(296)	1,800	1,800	1,800

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY SOURCE BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
303 PROPERTY TAXES-CURRENT SECURED	0	0	0	0	0
305 PROPERTY TAXES-CURRENT SECURED	0	0	0	0	0
305 PROPERTY TAXES-CURRENT UNSEC	0	0	0	0	0
305 PROPERTY TAXES-CURRENT SUPP	0	0	0	0	0
*** TOTAL ***	49,996,736	37,142,292	35,810,486	36,214,583	36,484,895
9200 LICENSES,PERMITS AND FRANCHISE					
001 ANIMAL LICENSES	$154,296	$142,256	$154,500	$154,500	$154,500
001 BUSINESS LICENSES	33,835	35,823	33,900	33,900	33,900
001 BUILDING PERMITS	168,762	242,004	185,000	185,000	185,000
001 ZONING PERMITS	71,015	62,230	55,000	56,992	56,992
001 ENCROACHMENT PERMITS	(400)	0	0	0	0
001 SOLID WASTE PERMITS	204,776	323,201	388,536	418,536	418,536
001 SEPTIC CONSTRUCTION PERMITS	46,612	53,615	40,000	40,000	40,000
001 TRANSPORTATION PERMIT	0	0	0	0	0
001 GRADING PERMITS	17,204	8,358	7,200	7,200	7,200
001 FRANCHISE-PG&E ELECTRIC	174,283	177,953	175,000	175,000	175,000
001 FRANCHISE-PG&E GAS	34,684	32,421	40,000	40,000	40,000
001 FRANCHISE-CATV	21,733	24,187	20,000	20,000	20,000
001 FIRE CONTROL PERMITS	0	0	0	0	0
001 EMS PERSONNEL	10,562	15,079	0	0	0
001 EMS VEHICLE PERMIT	0	0	0	0	0
001 LICENSES & PERMITS-OTHER	32,452	62,218	52,788	52,788	77,788
001 MARRIAGE LICENSES	19,725	15,966	18,000	18,000	18,000
001 FOOD PERMITS	392,246	477,429	410,000	435,000	435,000
001 PENALTY FEES	53,883	40,445	49,000	49,000	49,000
001 HOUSING PERMITS	28,476	26,872	20,000	22,500	22,500
001 RECREATIONAL HEALTH PERMITS	98,730	100,662	95,000	95,000	95,000
001 WATER PERMITS	47,855	12,819	9,500	9,500	9,500
001 HAZARDOUS MATERIALS PERMITS	367,726	414,989	370,000	370,000	370,000
001 BURIAL PERMITS	5,339	4,652	0	0	0
101 ROAD PERMITS	532	1,750	1,000	1,000	1,000
101 ENCROACHMENT PERMITS	22,958	10,206	8,000	8,000	8,000
101 TRANSPORTATION PERMIT	7,757	6,881	6,000	6,000	6,000
101 GRADING PERMITS	(336)	0	0	0	0
101 LICENSES & PERMITS-OTHER	0	0	0	0	0
302 LICENSES & PERMITS-OTHER	0	0	150,000	150,000	150,000
900 LICENSES & PERMITS-OTHER	0	0	300	300	300

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY SOURCE BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
902 EMS PERSONNEL	0	0	10,562	10,562	10,562
902 BURIAL PERMITS	0	0	6,000	6,000	6,000
*** TOTAL ***	2,014,705	2,292,016	2,305,286	2,364,778	2,389,778
9300 FINES,FORFEITURES AND PENALTY					
001 VEHICLE CODE FINES	$261,110	$267,421	$0	$0	$0
001 OTHER COURT FINES	23,735	24,326	0	0	0
001 SUMMARY JUDGEMENT	774	0	0	0	0
001 VEHICLE FINES-DRUNK DRIVING	52,533	54,363	0	0	0
001 SB 1127 CONVICTIONS	121,540	120,000	0	0	0
001 WARRANT REVENUE - TRAFFIC	131,716	112,762	0	0	0
001 CONTEMPT OF COURT/CRIMINAL	956	5,402	0	0	0
001 HEALTH & SAFETY	542	12,714	0	0	0
001 AMNESTY PROGRAM	217,882	291,372	0	0	0
001 FORFEITURES & PENALTIES	1,276,726	879,793	2,000	2,000	2,000
004 SUMMARY JUDGEMENT	0	0	0	0	0
012 VEHICLE CODE FINES	8,647	15,586	9,500	9,500	0
012 OTHER COURT FINES	0	0	0	0	0
016 VEHICLE CODE FINES	0	0	0	0	0
101 VEHICLE CODE FINES	0	0	0	0	0
101 OTHER COURT FINES	0	0	0	0	0
101 FORFEITURES & PENALTIES	0	0	0	0	0
303 FORFEITURES & PENALTIES	855,000	1,715,000	800,000	900,000	633,418
900 VEHICLE CODE FINES	0	0	25,000	25,000	25,000
900 OTHER COURT FINES	0	0	17,400	17,400	17,400
900 VEHICLE FINES-DRUNK DRIVING	0	0	32,000	32,000	32,000
900 SB 1127 CONVICTIONS	0	0	125,000	125,000	125,000
900 FORFEITURES & PENALTIES	0	0	162,417	162,417	162,417
901 VEHICLE CODE FINES	0	0	255,000	255,000	255,000
901 OTHER COURT FINES	0	0	9,500	9,500	9,500
901 VEHICLE FINES-DRUNK DRIVING	0	0	30,000	30,000	30,000
901 WARRANT REVENUE - TRAFFIC	0	0	128,000	128,000	128,000
901 CONTEMPT OF COURT/CRIMINAL	0	0	5,000	5,000	5,000
901 HEALTH & SAFETY	0	0	1,050	1,050	1,050
901 AMNESTY PROGRAM	0	0	140,408	140,408	140,408

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY SOURCE BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
901 FORFEITURES & PENALTIES	0	0	3,000	3,000	3,000
902 FORFEITURES & PENALTIES	0	0	863,116	863,116	863,116
*** TOTAL ***	$2,951,161	$3,498,739	$2,608,391	$2,708,391	$2,432,309
9400 REVENUE FROM USE OF MONEY/PROP					
001 INTEREST INCOME	$3,357,453	$4,561,453	$3,000,000	$3,000,000	$3,000,000
001 BUILDING RENTAL	10,992	10,812	0	0	0
001 CONCESSIONS	3,213	1,003	2,900	2,900	2,900
001 TELEPHONES	14,017	12,455	12,400	12,400	12,400
001 VENDING DEVICES	392	318	400	400	400
001 BUILDING RENT-EMPLOYEE	0	93	0	0	0
001 LEASES	0	0	0	0	0
001 ROYALTIES	4,498	811	900	900	900
004 INTEREST INCOME	82,692	93,336	67,600	67,600	67,600
004 TELEPHONES	0	0	0	0	0
005 INTEREST INCOME	11,850	10,879	6,500	6,500	6,500
005 TELEPHONES	0	0	0	0	0
005 VENDING DEVICES	0	0	0	0	0
006 INTEREST INCOME	73,195	88,041	68,000	68,000	70,220
012 INTEREST INCOME	2,620	2,725	3,000	3,000	1,475
016 INTEREST INCOME	1,645	1,214	1,500	1,500	1,500
016 CONCESSIONS	6,887	6,709	7,600	7,600	7,600
016 TELEPHONES	0	0	0	0	0
016 VENDING DEVICES	0	0	0	0	0
016 LEASES	4,224	6,558	5,000	5,000	5,000
016 ROYALTIES	0	0	0	0	0
101 INTEREST INCOME	84,238	41,913	50,000	50,000	50,000
101 BUILDING RENTAL	63,385	47,493	42,476	42,476	42,476
101 LEASES	29,524	10,882	17,000	17,000	17,000
101 ROYALTIES	100	33	0	0	0
260 INTEREST INCOME	37,433	13,344	10,000	10,000	10,000
282 INTEREST INCOME	4,500	4,737	0	0	0
300 INTEREST INCOME	11,464	9,467	3,000	3,000	0

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302 INTEREST INCOME	2	0	52,623	52,623	26,838
303 INTEREST INCOME	112,249	896,743	235,000	235,000	235,000
304 INTEREST INCOME	1,897,523	1,908,413	1,840,000	1,840,000	1,840,000
305 INTEREST INCOME	98,940	99,375	0	0	91,677
307 INTEREST INCOME	1	0	0	0	0
363 INTEREST INCOME	10,787	0	0	0	0
365 INTEREST INCOME	0	0	15,000	15,000	15,000
366 INTEREST INCOME	36,788	890	0	0	0
369 INTEREST INCOME	181,909	198,021	150,000	150,000	120,000
380 INTEREST INCOME	0	0	15,000	15,000	15,000
390 INTEREST INCOME	13,361	25,410	20,000	20,000	20,000
391 INTEREST INCOME	(9,572)	0	0	0	0
902 INTEREST INCOME	0	0	5,000	5,000	5,000
902 BUILDING RENTAL	0	0	145,428	145,428	145,428
***** TOTAL *****	**$6,146,310**	**$8,053,128**	**$5,776,327**	**$5,776,327**	**$5,809,914**
9501 INTERGOVERNMENTAL REV STATE					
001 TRAILER COACH IN-LIEU	$21,554	$0	$0	$0	$0
001 WILLIAMSON ACT TAX RELIEF	339,176	702,141	709,395	709,395	709,395
001 FISH & GAME	121,714	26,025	40,000	40,000	40,000
001 STATE HIGHWAY RENTALS	1,561	2,690	0	0	0
001 MOTOR VEHICLES IN-LIEU	14,148,088	13,727,008	13,519,000	13,519,000	13,519,000
001 HOMEOWNERS PROPERTY TAX RELIEF	1,257,608	899,471	900,000	878,527	878,527
001 STATE UNCLAIMED GAS TAX	212,783	153,240	166,750	166,750	166,750
001 STATE CIGARETTE TAX	0	0	0	0	0
001 STATE PESTICIDE MILL	130,878	116,436	122,500	122,500	122,500
001 STATE AID CORRECTIONS	0	0	0	0	0
001 STATE REIMB MANDATED COSTS	201,391	72,169	11,429	13,429	13,429
001 STATE ADMIN-TCC	0	0	0	0	0
001 ST ADM AFDC-FC	83,636	176,536	0	0	0

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001 STATE ADM LICENSING/FFH	0	0	0	0	0
001 ST ADM FOOD STAMPS	681,429	815,992	0	0	0
001 ST ADM FGU/TCC/GAIN CC	2,686,706	2,546,564	0	0	0
001 ST ADM IHSS	15,006	266,812	0	0	0
001 STATE CATEGORICAL AID	29,631,919	28,696,302	0	0	0
001 ST ADM STATE ADULT PROGRAMS	139	0	0	0	0
001 STATE SUPPORT ENFORCEMENT INC	0	0	0	0	0
001 STATE S/D MEDICAL	1,429,132	2,369,144	0	0	0
001 ST ADM MEDI-CAL	2,095,010	2,768,810	0	0	0
001 STATE MENTAL HEALTH	443,558	375,582	0	0	0
001 STATE ALCOHOLISM PROGRAM	533,575	821,782	0	0	0
001 STATE AB8 HEALTH	0	0	0	0	0
001 ST ADM CO SVS BLOCK GRANT	536,837	126,295	0	0	0
001 STATE DRUG ABUSE	320,002	36,243	0	0	0
001 STATE AGRICULTURAL SALARIES	6,600	6,600	6,600	6,600	6,600
001 ST ADM MEDICAL SVS	798,119	948,012	0	0	0
001 STATE 4700 P.C.	441,421	1,324,233	36,900	36,900	36,900
001 STATE VETERANS AFFAIRS	52,125	66,323	53,000	53,000	53,000
001 ST ADM ADOPTIONS	143,482	119,155	0	0	0
001 STATE ADM CWS NON IVE	(24,336)	0	0	0	0
001 STATE ADM E&NS ADOPT ASSIST	0	0	0	0	0
001 ST ADM GAIN	251,453	592,440	0	0	0
001 STATE ADM MISCELLANEOUS	0	0	0	0	0
001 STATE REIMB POLICE OFF TRAININ	48,840	21,944	0	0	0
001 ST ADM CWS/LIC FFH	1,732,586	2,235,270	0	0	0
001 STATE ADM STAFF DEVELOPMENT	0	0	0	0	0
001 STATE ADM EA-ANEC	(27,107)	0	0	0	0
001 ST ADM SSI/SSP OHC	10,733	8,741	0	0	0
001 STATE PEST DETECTION	59,718	56,296	49,850	49,850	49,850
001 STATE REIMBURSEMENT PUE	94,748	108,008	102,610	102,610	102,610
001 STATE ADM-F/S EMPLOY & TRNG	0	0	0	0	0
001 ST ADM FAMILY PRESERVATN	841,298	934,101	0	0	0
001 BLOCK GRANT - TCF	6,003,994	5,168,659	0	0	0
001 SALARY GRANT - TCF	0	0	0	0	0
001 TRIAL COURT IMPROVEMENTS - TCF	0	0	0	0	0
001 STATE AID PUBLIC SAFETY SVCES	0	8,304,359	0	0	270,809
001 STATE AID STABILIZATION	6,516,837	7,011,784	351,000	351,000	351,000
001 STATE AID MEN HLTH REALIGNMENT	8,379,395	8,369,105	0	0	0
001 STATE AID HEALTH REALIGNMENT	8,137,417	8,459,261	0	0	0
001 STATE OTHER	3,294,869	5,029,888	353,145	372,963	610,627
004 HIGHWAY USERS TAX	0	0	0	0	0
004 STATE HIGHWAY RENTALS	69	5,555	0	0	0
004 MOTOR VEHICLES IN-LIEU	0	0	0	0	0
004 HOMEOWNERS PROPERTY TAX RELIEF	52,402	69,203	62,757	62,757	62,757

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004 STATE OTHER	165,453	236,266	208,000	208,000	336,036
006 STATE HIGHWAY RENTALS	41	71	0	0	0
006 HOMEOWNERS PROPERTY TAX RELIEF	33,245	23,759	23,206	23,206	23,206
006 STATE REIMB MANDATED COSTS	0	0	0	0	0
006 STATE RECREATION	0	0	488,160	488,160	377,525
006 STATE CONSTRUCTION	0	0	913,120	913,120	913,120
006 BLOCK GRANT - TCF	0	0	0	0	0
006 STATE AID PUBLIC SAFETY SVCES	0	0	0	0	0
006 STATE OTHER	532,414	103,583	0	0	0
016 STATE HIGHWAY RENTALS	10	18	0	0	0
016 HOMEOWNERS PROPERTY TAX RELIEF	8,345	5,963	5,825	5,825	5,825
016 STATE OFF-HIGHWAY MOTOR VEHICL	4,969	4,869	8,700	8,700	8,700
016 STATE OTHER	0	0	0	0	0
101 HIGHWAY USERS TAX	4,493,298	4,858,707	4,947,251	4,947,251	4,947,251
101 STATE HIGHWAY RENTALS	10	0	0	0	0
101 HOMEOWNERS PROPERTY TAX RELIEF	5,235	6,325	5,600	5,600	6,225
101 STATE REIMB MANDATED COSTS	0	0	0	0	0
101 STATE CONSTRUCTION	0	0	0	0	0
101 STATE OTHER	157,637	476,028	197,000	197,000	197,000
260 STATE CONSTRUCTION	0	0	113,708	113,708	113,708
260 STATE OTHER	0	0	0	0	0
282 STATE OTHER	0	0	0	0	0
300 STATE HIGHWAY RENTALS	17	28	0	0	0
300 HOMEOWNERS PROPERTY TAX RELIEF	12,409	12,835	6,000	6,000	0
309 STATE RECREATION	229,135	66,613	0	0	0
363 STATE OTHER	0	0	0	0	0
364 STATE OTHER	4,850	0	492,334	492,334	492,334
365 STATE OTHER	0	0	349,369	349,369	349,369
366 STATE OTHER	100,485	100,485	0	200,967	150,024
367 STATE OTHER	0	0	16,222	16,222	16,222
369 STATE REIMB MANDATED COSTS	23,135	0	127,914	127,914	127,914
369 STATE SUPPORT ENFORCEMENT INC	147,411	600,323	795,946	795,946	0

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380 STATE OTHER	0	0	349,369	349,369	349,369
390 STATE OTHER	540,005	223,261	266,662	266,662	249,803
391 STATE OTHER	0	0	0	0	0
900 STATE CATEGORICAL AID	0	0	1,200,000	1,200,000	1,200,000
900 STATE 4700 P.C.	0	0	468,566	468,566	468,566
900 STATE REIMB POLICE OFF TRAININ	0	0	36,175	36,175	36,175
900 STATE AID PUBLIC SAFETY SVCES	0	0	2,699,714	17,618,607	17,403,965
900 STATE AID STABILIZATION	0	0	350,785	354,097	354,097
900 STATE OTHER	0	0	1,262,123	1,324,726	1,288,242
901 STATE 4700 P.C.	0	0	526,840	526,840	526,840
901 BLOCK GRANT - TCF	0	0	4,730,353	6,840,260	4,920,344
901 STATE OTHER	0	0	1,000	1,000	1,000
902 STATE REIMB MANDATED COSTS	0	0	50,000	50,000	50,000
902 ST ADM AFDC-FC	0	0	160,970	160,970	160,970
902 ST ADM FOOD STAMPS	0	0	935,022	935,022	935,022
902 ST ADM FGU/TCC/GAIN CC	0	0	3,031,433	3,031,433	3,031,433
902 ST ADM IHSS	0	0	283,623	283,623	283,623
902 STATE CATEGORICAL AID	0	0	30,180,224	30,180,224	30,100,607
902 STATE S/D MEDICAL	0	0	2,355,331	2,355,331	2,405,935
902 ST ADM MEDI-CAL	0	0	4,055,946	4,055,946	4,055,946
902 STATE MENTAL HEALTH	0	0	355,096	355,096	355,096
902 STATE ALCOHOLISM PROGRAM	0	0	821,782	821,782	821,782
902 ST ADM CO SVS BLOCK GRANT	0	0	113,824	113,824	113,824
902 STATE DRUG ABUSE	0	0	36,243	36,243	36,243
902 ST ADM MEDICAL SVS	0	0	1,122,893	1,122,893	1,122,893
902 ST ADM ADOPTIONS	0	0	98,766	98,766	98,766
902 ST ADM GAIN	0	0	465,550	465,550	465,550
902 ST ADM CWS/LIC FFH	0	0	1,765,446	1,765,446	2,073,453
902 ST ADM SSI/SSP OHC	0	0	5,895	5,895	5,895
902 ST ADM FAMILY PRESERVATN	0	0	934,183	934,183	934,183
902 STATE AID STABILIZATION	0	0	6,127,724	6,127,724	6,127,724
902 STATE AID MEN HLTH REALIGNMENT	0	0	8,414,231	8,414,231	8,414,231
902 STATE AID HEALTH REALIGNMENT	0	0	8,658,770	8,658,770	8,658,770
902 STATE OTHER	0	0	3,544,865	3,544,865	3,542,576
*** TOTAL ***	**$98,164,469**	**$110,257,313**	**$110,592,695**	**$127,888,722**	**$125,651,136**

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SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
9502 INTERGOVERNMENTAL REV FEDERAL					
001 FED ADM 93674 IVE IND LIV	121,539	165,665	0	0	0
001 FED ADM 93021 IVF GAIN	431,474	695,538	0	0	0
001 FED ADM 93658 IVE AFDC-FC	140,851	272,410	0	0	0
001 FEDERAL AID	28,231,459	28,445,989	0	0	0
001 FED ADM 93659 IVE ADOPT	127,824	27,737	0	0	0
001 FED ADM E&NS ADOPT ASSIST	0	0	0	0	0
001 FED ADMIN-SS LIC FFH	0	0	0	0	0
001 FED ADM 93020 IVA FGU/CC	3,090,750	3,629,668	0	0	0
001 FED ADM EA-ANEC	(4,302)	0	0	0	0
001 FED ADM 10561 FOOD STAMPS	2,019,167	2,241,821	0	0	0
001 FED ADM 13786 SLIAG	10,181	0	0	0	0
001 FED ADM 93026 REFUGEE	10,436	7,862	0	0	0
001 FED ADM 93778 HEALTH REL	56,910	521,169	0	15,000	15,000
001 FEDERAL ALCOHOL PROGRAM	714,918	1,644,755	0	0	0
001 FED MENTAL HEALTH DRUG ABUSE	916,382	24,959	0	0	0
001 FED CHILD SUPPORT	0	0	0	0	0
001 FED ADM 93659 IVB CWS	22,591	0	0	0	0
001 FED ADM 93658 IVE CWS/FFH	1,158,862	1,736,368	0	0	0
001 FED OTHER	320,264	554,811	31,700	31,700	31,700
012 FED OTHER	0	0	0	0	0
101 FED OTHER	267,331	287,019	139,500	139,500	139,500
282 FED OTHER	0	0	0	0	0
364 FED OTHER	0	0	0	0	0
367 FED OTHER	421,122	34,944	478,312	478,312	478,312
369 FED CHILD SUPPORT	3,482,658	3,548,113	4,956,536	4,956,536	5,825,179
900 FEDERAL AID	0	0	400,000	400,000	490,000
900 FED ADM 93658 IVE CWS/FFH	0	0	250,000	250,000	250,000
900 FED OTHER	0	0	1,105,000	1,350,000	1,600,000
901 FED OTHER	0	0	65,000	195,000	195,000
902 FED ADM 93674 IVE IND LIV	0	0	166,156	166,156	166,156
902 FED ADM 93021 IVF GAIN	0	0	657,642	657,642	657,642
902 FED ADM 93658 IVE AFDC-FC	0	0	230,063	230,063	230,063
902 FEDERAL AID	0	0	30,438,421	30,438,421	30,399,892
902 FED ADM 93659 IVE ADOPT	0	0	67,578	67,578	67,578
902 FED ADM 93020 IVA FGU/CC	0	0	4,006,380	4,006,380	4,006,380
902 FED ADM 10561 FOOD STAMPS	0	0	2,557,495	2,557,495	2,557,495

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902 FED ADM 93026 REFUGEE	0	0	65,691	65,691	65,691
902 FED ADM 93778 HEALTH REL	0	0	2,331,418	2,396,965	3,989,469
902 FEDERAL ALCOHOL PROGRAM	0	0	1,618,165	1,618,165	1,618,165
902 FED MENTAL HEALTH DRUG ABUSE	0	0	57,226	57,226	57,226
902 FED ADM 93659 IVB CWS	0	0	238,744	238,744	238,744
902 FED ADM 93658 IVE CWS/FFH	0	0	1,400,772	1,400,772	1,400,772
902 FED OTHER	0	0	623,977	623,977	667,582
*** TOTAL ***	**$41,540,417**	**$43,838,828**	**$51,885,776**	**$52,341,323**	**$55,147,546**
9503 INTERGOVERNMENTAL REV OTHER					
001 OTHER GOVERNMENTAL AGENCIES	17,326,252	19,971,817	57,907	57,907	277,903
004 OTHER GOVERNMENTAL AGENCIES	243,581	272,574	294,765	294,765	294,765
005 OTHER GOVERNMENTAL AGENCIES	0	0	0	0	0
006 OTHER GOVERNMENTAL AGENCIES	0	0	70,000	70,000	70,000
101 OTHER GOVERNMENTAL AGENCIES	0	10,000	0	0	0
367 OTHER GOVERNMENTAL AGENCIES	4,822	443,962	0	0	0
900 OTHER GOVERNMENTAL AGENCIES	0	0	91,562	91,562	91,562
902 OTHER GOVERNMENTAL AGENCIES	0	0	23,732,392	23,732,392	23,732,392
*** TOTAL ***	**$17,574,655**	**$20,698,353**	**$24,246,626**	**$24,246,626**	**$24,466,622**
9600 CHARGES FOR SERVICES					
001 BUILDING USE FEES	$0	$0	$0	$0	$0
001 PHOTO/MICROFICHE COPIES	159,209	233,073	97,121	97,121	97,121
001 CONTRACT SERVICES	260,576	472,193	82,068	82,068	82,068
001 LIBRARY FINES	0	0	0	0	0
001 MEDIATION FEES	112,806	130,654	0	0	0
001 ADOPTION FEES	4,450	3,367	0	0	0
001 FILING FEES	3,694	57,030	5,000	5,000	5,000
001 CIVIL PROCESS FEES	266,851	220,333	95,000	95,000	95,000
001 ESTATE & PUBLIC ADMIN FEES	76,242	77,235	15,000	15,000	15,000
001 EQUIPMENT INSTALLATION	0	0	0	0	0
001 RECORDING FEES	805,972	820,085	786,026	786,026	756,914
001 COURT FEES	2,666,980	755,134	3,146	3,146	3,146
001 PHYTOSANI FIELD INSP FEE	20,935	22,357	27,000	27,000	27,000

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001 CERTIFIED SEED INSP FEE	500	3,000	3,000	3,000	3,000
001 AG WEED CONTROL FEE	49,612	44,268	27,190	27,190	27,190
001 AUTOMATION-MICROGRAPHICS FEE	203,651	350,333	507,875	622,875	627,383
001 COUNTY ADMIN SERVICES FEES	864,810	1,198,397	0	0	0
001 WATER SERVICES CHARGES	0	0	0	0	0
001 MENTAL HEALTH SERVICES	0	0	0	0	0
001 FUEL AND OIL DELIVERY	0	0	0	0	0
001 ASSMT & TAX COLLECTION FEES	1,635,525	1,389,387	1,404,000	1,404,000	1,404,000
001 AUDITING & ACCOUNTING FEES	461,188	501,519	533,964	533,964	533,964
001 LEGAL FEES	258,036	459,787	272,500	282,500	282,500
001 CD PHONES	19,455	23,767	20,000	20,000	20,000
001 TELEPHONE SYSTEM	0	0	0	0	0
001 EQUIPMENT RENTAL	10	10	0	0	0
001 DP CHARGES	0	0	0	0	0
001 ELECTION SERVICES	44,318	321,264	9,375	9,375	9,375
001 ENGINEERING SERVICES	0	109	0	0	0
001 PLANNING SERVICES	280,213	244,978	140,000	140,000	140,000
001 LAND DIVISION FEES	23,787	40,369	39,000	39,000	39,000
001 REDEMPTION FEES	29,773	34,750	30,000	30,000	30,000
001 SPLIT FEES	0	0	0	0	0
001 OTHER PROFESSIONAL SERVICES	223,378	283,121	4,074	4,074	4,074
001 ROAD MAINTENANCE SERVICE	0	0	0	0	0
001 RECREATION SERVICES	0	0	0	0	0
001 33% PROOF OF CORRECTION	0	6,609	0	0	0
001 CHILD HEALTH FEES	213	2,604	0	0	0
001 MENTAL HEALTH INDIGENT PAY	361,021	259,571	0	0	0
001 PRIVATE PAY PATIENT	246,349	721,331	0	0	0
001 FAMILY PLANNING - HEALTH	1,861	3,439	0	0	0
001 MEDICAL CARE-OTHER	106,924	95,229	0	0	0
001 TRAFFIC SCHOOL FEES	239,852	290,984	0	0	0
001 INSTITUTIONAL CARE	383,820	227,041	0	0	0
001 CLERK'S FEES	126,191	87,289	80,000	80,000	80,000
001 AUDIO/VIDEO FEES	64,581	5,674	0	0	0
001 DUPLICATING SERVICES	0	0	0	0	0
001 ADMININISTRATION OVERHEAD	975,770	(804,487)	1,763,989	1,763,989	1,763,989
001 HUMANE SERVICES	44,944	62,702	63,500	63,500	63,500
001 INTER-DEPART ADMIN OVERHEAD	210,616	2,335,385	0	0	0
001 LAW ENFORCEMENT SERVICES	1,424	124	0	0	0
001 SB 813 COLLECTION FEES	201,702	213,810	183,527	193,327	210,112
001 INSURANCE PAYMENTS	0	3,739	0	0	0
001 TIE DOWN FEES	149,936	0	0	0	0
001 DISPOSAL FEES	0	1,397,028	1,600,000	1,850,000	1,600,000
001 MEDI-CAL SERVICES	489,987	523,810	0	0	0
001 MEDICARE SERVICES	135	0	0	0	0
001 REDEVELOPEMENT INCREMENT	5,170,506	4,984,859	4,154,539	4,402,789	4,419,882

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY SOURCE BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
001 WATER WELL PERMITS	32,952	31,352	32,000	32,000	32,000
001 CONCILIATION/MARITAL FEE	11,141	224	0	0	0
001 FAMILY CONCILIATION/SUPPORT	5,565	6,225	0	0	0
001 OTHER CHARGES FOR SERVICES	804,132	1,715,121	642,729	642,729	704,662
001 COUNTYWIDE OVERHEAD OFFSET	0	0	0	0	0
001 COUNTYWIDE OVERHEAD OFFSET	0	0	0	0	0
004 BUILDING USE FEES	2,800	2,452	2,800	2,800	2,800
004 PHOTO/MICROFICHE COPIES	18,593	16,747	15,000	15,000	15,000
004 CONTRACT SERVICES	615,000	529,375	529,000	529,000	529,000
004 LIBRARY FINES	148,088	193,349	183,850	183,850	183,850
004 FILING FEES	0	0	0	0	0
004 OTHER PROFESSIONAL SERVICES	1,160,729	1,184,980	1,126,165	1,126,165	1,126,165
004 RECREATION SERVICES	0	0	0	0	0
004 REDEVELOPEMENT INCREMENT	269,753	218,224	114,121	114,121	112,461
005 PHOTO/MICROFICHE COPIES	10,146	11,117	10,000	10,000	10,000
005 LIBRARY FINES	0	0	0	0	0
005 MEDIATION FEES	100	0	0	0	0
005 COURT FEES	239,077	247,242	235,000	235,000	235,464
005 WATER SERVICES CHARGES	0	0	0	0	0
005 DP CHARGES	0	0	0	0	0
005 OTHER PROFESSIONAL SERVICES	0	0	0	0	0
005 TRAFFIC SCHOOL FEES	0	0	0	0	0
005 AUDIO/VIDEO FEES	144	0	0	0	0
006 LAND DIVISION FEES	0	80	0	0	0
006 REDEVELOPEMENT INCREMENT	98,164	89,383	71,609	71,609	71,993
012 COURT FEES	0	0	0	0	0
012 ADMININISTRATION OVERHEAD	0	409	0	0	0
016 LAND DIVISION FEES	0	0	0	0	0
016 SPLIT FEES	0	0	0	0	0
016 OTHER PROFESSIONAL SERVICES	416	0	0	0	0
016 RECREATION SERVICES	243,596	288,203	280,000	280,000	310,000
016 ADMININISTRATION OVERHEAD	0	0	0	0	0
016 INTER-DEPART ADMIN OVERHEAD	0	30,619	39,192	39,192	39,192
016 TIE DOWN FEES	0	0	0	0	0
016 REDEVELOPEMENT INCREMENT	24,602	20,536	17,963	17,963	18,059
016 OTHER CHARGES FOR SERVICES	45	0	0	0	0
101 PHOTO/MICROFICHE COPIES	0	0	0	0	0
101 COURT FEES	0	0	0	0	0
101 LEGAL FEES	1,198	0	0	0	0

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY SOURCE BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
101 EQUIPMENT RENTAL	1,704	0	1,000	1,000	1,000
101 ENGINEERING SERVICES	73,220	0	0	0	0
101 PLANNING SERVICES	0	0	0	0	0
101 LAND DIVISION FEES	2,640	3,040	1,200	1,200	1,200
101 OTHER PROFESSIONAL SERVICES	400	0	0	0	0
101 ROAD MAINTENANCE SERVICE	419,723	23,780	0	0	0
101 PRIVATE PAY PATIENT	0	0	0	0	0
101 ADMININISTRATION OVERHEAD	60,014	0	0	0	0
101 TIE DOWN FEES	0	0	0	0	0
101 REDEVELOPEMENT INCREMENT	2,913	0	6,225	6,225	522
101 OTHER CHARGES FOR SERVICES	135,608	578	0	0	0
101 ROAD SVCES ON COUNTY ROADS	0	151,346	194,000	194,000	258,000
101 ROAD SVCES NON-COUNTY ROADS	0	92,397	0	0	0
101 NON-ROAD SVCES - COUNTY	0	516,473	509,936	509,936	509,936
101 NON-ROAD SVCES - NON-COUNTY	0	52,869	10,000	10,000	10,000
260 ADMININISTRATION OVERHEAD	8,552	5,289	0	0	0
260 OTHER CHARGES FOR SERVICES	0	0	0	0	0
307 OTHER CHARGES FOR SERVICES	0	0	0	0	0
309 LAND DIVISION FEES	0	0	0	0	0
367 OTHER CHARGES FOR SERVICES	0	0	0	0	0
390 CONTRACT SERVICES	13,640	48,680	49,120	49,120	49,120
390 ADMININISTRATION OVERHEAD	4,850	0	4,868	4,868	4,868
390 INTER-DEPART ADMIN OVERHEAD	0	4,850	0	0	0
900 PHOTO/MICROFICHE COPIES	0	0	1,308	1,308	1,308
900 CONTRACT SERVICES	0	0	7,700	7,700	7,700
900 CIVIL PROCESS FEES	0	0	95,000	95,000	95,000
900 RECORDING FEES	0	0	1,700	1,700	1,700
900 COURT FEES	0	0	255,041	255,041	255,041
900 COUNTY ADMIN SERVICES FEES	0	0	64,000	64,000	64,000
900 LEGAL FEES	0	0	167,336	167,336	167,336
900 OTHER PROFESSIONAL SERVICES	0	0	62,900	62,900	62,900
900 TRAFFIC SCHOOL FEES	0	0	2,000	2,000	2,000
900 INSTITUTIONAL CARE	0	0	158,700	158,700	158,700
900 LAW ENFORCEMENT SERVICES	0	0	20,000	20,000	20,000
900 OTHER CHARGES FOR SERVICES	0	0	1,036,360	1,036,360	1,036,360
901 PHOTO/MICROFICHE COPIES	0	0	127,000	127,000	127,000
901 MEDIATION FEES	0	0	141,000	141,000	141,000
901 CIVIL PROCESS FEES	0	0	30,000	30,000	30,000

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY SOURCE BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
901 RECORDING FEES	0	0	9,000	9,000	9,000
901 COURT FEES	0	0	398,000	398,000	398,000
901 COUNTY ADMIN SERVICES FEES	0	0	665,400	665,400	665,400
901 LEGAL FEES	0	0	66,787	66,787	66,787
901 OTHER PROFESSIONAL SERVICES	0	0	50,000	50,000	50,000
901 33% PROOF OF CORRECTION	0	0	5,000	5,000	5,000
901 TRAFFIC SCHOOL FEES	0	0	305,000	305,000	305,000
901 AUDIO/VIDEO FEES	0	0	6,600	6,600	6,600
901 CONCILIATION/MARITAL FEE	0	0	200	200	200
901 FAMILY CONCILIATION/SUPPORT	0	0	6,500	6,500	6,500
901 OTHER CHARGES FOR SERVICES	0	0	3,000	3,000	3,000
902 PHOTO/MICROFICHE COPIES	0	0	5,500	5,500	5,500
902 CONTRACT SERVICES	0	0	2,917,152	2,917,152	2,917,152
902 ADOPTION FEES	0	0	0	0	0
902 ESTATE & PUBLIC ADMIN FEES	0	0	55,000	55,000	55,000
902 RECORDING FEES	0	0	128,351	128,351	128,351
902 COUNTY ADMIN SERVICES FEES	0	0	195,908	195,908	195,908
902 MENTAL HEALTH SERVICES	0	0	0	0	200,000
902 OTHER PROFESSIONAL SERVICES	0	0	65,000	65,000	65,000
902 CHILD HEALTH FEES	0	0	142,830	142,830	142,830
902 MENTAL HEALTH INDIGENT PAY	0	0	413,980	413,980	413,980
902 PRIVATE PAY PATIENT	0	0	540,188	540,188	540,188
902 FAMILY PLANNING - HEALTH	0	0	1,000	1,000	1,000
902 MEDICAL CARE-OTHER	0	0	92,920	92,920	92,920
902 INSTITUTIONAL CARE	0	0	0	0	0
902 ADMININISTRATION OVERHEAD	0	0	0	0	12,016
902 INTER-DEPART ADMIN OVERHEAD	0	0	133,574	133,574	133,574
902 MEDI-CAL SERVICES	0	0	1,266,564	1,266,564	1,266,564
902 MEDICARE SERVICES	0	0	322,000	322,000	322,000
902 WATER WELL PERMITS	0	0	0	0	0
902 OTHER CHARGES FOR SERVICES	0	0	154,000	154,000	154,000
*** TOTAL ***	$21,657,308	$23,588,201	$26,142,171	$26,775,221	$26,896,025
9700 MISC REVENUE					
001 MISC SALES - TAXABLE	$173,873	$158,884	$144,200	$144,200	$144,200
001 CASH OVERAGE	4,939	9,460	4,094	4,094	4,094
001 OTHER REVENUE	6,943,586	4,552,605	543,750	590,750	718,050
001 DONATIONS AND CONTRIBUTIONS	66,249	4,397	500	500	500
001 INSURANCE PROCEEDS	0	24,354	0	0	0
001 SALE OF CEMETERY LOTS	0	0	0	0	0
001 MISCELLANEOUS SALES-OTHER	0	1,100	150	150	150
001 ATTORNEYS'S FINE -SANCTIONS	100	(300)	0	0	0

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY SOURCE BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
001 EXCESS TAX LOSSES RESERVE	0	3,555,052	1,000,000	1,000,000	3,529,503
001 INACTIVE	0	0	0	0	0
004 CASH OVERAGE	300	923	0	0	0
004 OTHER REVENUE	219,800	186,159	1,000	1,000	1,000
004 INSURANCE PROCEEDS	0	498,976	350,000	350,000	350,000
005 OTHER REVENUE	0	0	0	0	0
006 MISC SALES - TAXABLE	0	0	0	0	100,000
006 OTHER REVENUE	0	0	412,000	412,000	774,200
006 DONATIONS AND CONTRIBUTIONS	0	0	0	0	0
006 INSURANCE PROCEEDS	0	0	0	0	0
016 CASH OVERAGE	0	99	0	0	0
016 OTHER REVENUE	39,890	24,285	0	0	0
016 DONATIONS AND CONTRIBUTIONS	20	0	0	0	0
016 GAIN(LOSS)-SALE OF FIXED ASSET	0	0	0	0	0
016 EXCESS TAX LOSSES RESERVE	0	200	0	0	0
016 INACTIVE	0	0	0	0	0
101 MISC SALES - TAXABLE	40	0	0	0	0
101 OTHER REVENUE	159,390	220,220	0	0	0
101 DONATIONS AND CONTRIBUTIONS	0	0	0	0	0
101 GAIN(LOSS)-SALE OF FIXED ASSET	0	0	0	0	0
260 OTHER REVENUE	0	0	0	0	0
260 DONATIONS AND CONTRIBUTIONS	0	0	0	0	0
282 OTHER REVENUE	0	0	0	0	0
302 OTHER REVENUE	0	0	0	0	0
303 OTHER REVENUE	0	0	0	0	0
307 OTHER REVENUE	0	0	0	0	0
363 OTHER REVENUE	(624)	0	0	0	0
364 OTHER REVENUE	25,000	0	0	0	0
367 MISC SALES - TAXABLE	0	0	0	0	0
367 OTHER REVENUE	3,170	4,225	1,800	1,800	3,800
369 OTHER REVENUE	100,969	122,137	0	0	0

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY SOURCE BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
390 OTHER REVENUE	54,010	583	0	0	0
390 DONATIONS AND CONTRIBUTIONS	0	50	0	0	0
391 OTHER REVENUE	0	0	0	0	0
900 CASH OVERAGE	0	0	0	0	0
900 OTHER REVENUE	0	0	399,309	399,309	515,309
900 INSURANCE PROCEEDS	0	0	68,100	68,100	68,100
901 CASH OVERAGE	0	0	120	120	120
901 OTHER REVENUE	0	0	46,627	46,627	111,627
902 CASH OVERAGE	0	0	0	0	0
902 OTHER REVENUE	0	0	48,548	48,548	48,548
902 DONATIONS AND CONTRIBUTIONS	0	0	5,000	5,000	5,000
*** TOTAL ***	**$7,790,712**	**$9,363,409**	**$3,025,198**	**$3,072,198**	**$6,374,201**
9800 OTHER FINANCING SOURCES					
001 SALE OF FIXED ASSETS	$3,650	$751	$1,500	$1,500	$1,500
001 LONG-TERM DEBT PROCEEDS	0	0	0	0	0
001 OPERATING TRANSFERS IN	68,977	203,926	939,779	939,779	831,846
004 OPERATING TRANSFERS IN	354,217	641,858	700,000	700,000	481,140
006 SALE OF FIXED ASSETS	0	0	0	0	0
006 LONG-TERM DEBT PROCEEDS	0	0	8,850,000	8,850,000	9,030,000
006 OPERATING TRANSFERS IN	259,473	1,120,644	0	0	358,098
016 SALE OF FIXED ASSETS	0	2,340	0	0	0
016 OPERATING TRANSFERS IN	0	16,746	22,347	22,347	45,092
016 TRANSFER IN-COUNTY CONTRIB	0	0	0	0	121,105
101 SALE OF FIXED ASSETS	26,373	30,285	0	0	0
101 OPERATING TRANSFERS IN	268,275	27	0	0	0
260 LONG-TERM DEBT PROCEEDS	0	0	0	0	0
260 OPERATING TRANSFERS IN	0	0	0	0	0
282 OPERATING TRANSFERS IN	0	0	0	0	0
300 OPERATING TRANSFERS IN	0	24,894	0	0	0

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY SOURCE BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
302 OPERATING TRANSFERS IN	0	0	601,015	601,015	108,146
303 OPERATING TRANSFERS IN	1,545,000	2,126,759	3,004,854	2,904,854	2,904,854
304 LONG-TERM DEBT PROCEEDS	0	0	0	0	0
304 OPERATING TRANSFERS IN	0	0	0	0	0
305 OPERATING TRANSFERS IN	0	0	0	0	0
307 OPERATING TRANSFERS IN	0	0	0	0	0
309 OPERATING TRANSFERS IN	0	74,000	0	0	0
364 OPERATING TRANSFERS IN	0	0	0	0	0
369 OPERATING TRANSFERS IN	17,955	0	0	0	0
390 OPERATING TRANSFERS IN	29,181	0	0	0	0
391 OPERATING TRANSFERS IN	0	0	0	0	0
900 OPERATING TRANSFERS IN	0	0	0	0	49,422
900 TRANSFER IN-COUNTY CONTRIB	0	0	0	31,624,924	31,064,182
901 OPERATING TRANSFERS IN	0	0	0	0	37,665
901 TRANSFER IN-COUNTY CONTRIB	0	0	0	5,412,579	7,379,173
902 OPERATING TRANSFERS IN	0	0	140,849	140,849	216,321
902 TRANSFER IN-COUNTY CONTRIB	0	0	0	16,264,996	15,122,996
*** TOTAL ***	$2,573,101	$4,242,230	$14,260,344	$67,462,843	$67,751,540
TOTAL FINANCING SOURCES	$250,409,574	$262,974,509	$276,653,300	$348,851,012	$353,403,966

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 05
ANALYSIS OF FINANCING SOURCES
BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SOURCE CLASSIFICATION BY FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
001 GENERAL	$223,724,599	$233,160,740	$68,411,776	$69,570,760	$73,062,524
004 COUNTY LIBRARY	6,196,596	6,179,452	5,785,146	5,785,146	5,674,821
005 LAW LIBRARY	261,317	269,238	251,500	251,500	251,964
006 CAPITAL OUTLAY	2,109,882	2,241,523	11,774,128	11,774,128	12,590,943
012 FISH AND GAME	11,267	18,720	12,500	12,500	1,475
016 PARKS AND RECREATION	611,480	613,178	608,522	608,522	763,527
101 ROAD	7,071,689	7,759,876	6,809,788	6,809,788	6,883,990
260 SOLANO BLDG CORP CAP IMP	45,985	18,633	123,708	123,708	123,708
282 STORM/FLOOD LOCAL RELIEF	4,500	4,737	0	0	0
300 SO CO DEBT SVCE FUND	428,497	465,575	415,000	415,000	405,048
302 SOLANO FINANCING HSS BLDG	2	0	803,638	803,638	284,984
303 SOL CTY BLDG CORP DEBT SV	2,512,249	4,738,502	4,039,854	4,039,854	3,773,272
304 CAPITAL ASSET FINANCING	1,897,523	1,908,413	1,840,000	1,840,000	1,840,000
305 UNFUNDED LIABILITIES	98,940	99,375	0	0	91,677
307 SOL FIN AUTH #3 DEBT SERV	1	0	0	0	0
309 PARKS PROJECTS	229,135	140,613	0	0	0
363 RURAL HLTH SVCES 91/92	10,163	0	0	0	0
364 COMMUNITY BLOCK GRANT PROGRAM	29,850	0	492,334	492,334	492,334
365 RURAL HEALTH SERVICES 94/95	0	0	364,369	364,369	364,369
366 RURAL HLTH SVCES 92/93	137,273	101,375	0	200,967	150,024
367 SOLANO COMMUTER INFORMATION	429,114	483,131	496,334	496,334	498,334
369 DISTRICT ATTORNEY FAMILY SPT	3,954,037	4,468,594	6,030,396	6,030,396	6,073,093
380 RURAL HEALTH SERVICES 93/94	0	0	364,369	364,369	364,369
390 TOBACCO PREVENTION & EDUCATION	655,047	302,834	340,650	340,650	323,791
391 RURAL HLTH SVCES 90/91	(9,572)	0	0	0	0
900 PUBLIC SAFETY	0	0	10,565,496	57,420,228	57,113,782
901 TRIAL COURTS	0	0	7,755,385	15,407,871	15,557,214
902 HEALTH & SOCIAL SERVICES	0	0	149,368,407	165,698,950	166,718,723
TOTAL FINANCING SOURCES	**$250,409,574**	**$262,974,509**	**$276,653,300**	**$348,851,012**	**$353,403,966**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 6
ANALYSIS OF CURRENT PROPERTY TAXES AND ASSESSED VALUATION
FOR FISCAL YEAR 1994-1995

COUNTY FUNDS	CURRENT SECURED PROPERTY TAXES				CURRENT UNSECURED PROPERTY TAXES			
	APPORTIONMENT FROM COUNTYWIDE TAX RATE	VOTER APPROVED DEBT RATE	VOTER APPROVED DEBT AMOUNT	TOTAL SECURED	APPORTIONMENT FROM COUNTYWIDE TAX RATE	VOTER APPROVED DEBT RATE	VOTER APPROVED DEBT AMOUNT	TOTAL UNSECURED
GENERAL	$29,104,970			$29,104,970	$711,211			$711,211
COUNTY FREE LIBRARY	2,130,683			2,130,683	55,074			55,074
ACO	768,259			768,259	19,173			19,173
PARKS AND RECREATION	192,837			192,837	4,815			4,815
TRANSPORTATION	316,778			316,778	10,038			10,038
DEBT SERVICE		0.002826	399,419	399,419		0.003162	14,100	14,100
TOTAL	$32,513,527		$399,419	$32,912,946	$800,311		$14,100	$814,411

COUNTYWIDE TAX BASE

	SECURED ROLL			UNSECURED ROLL	TOTAL SECURED & UNSECURED
	LOCALLY ASSESSED	STATE ASSESSED	TOTAL SECURED		
LAND	$5,466,553,857	$47,360,241	$5,513,914,098	$24,613,405	$5,538,527,503
IMPROVEMENTS	11,707,109,322	533,953,204	12,241,062,526	51,464,008	12,292,526,534
PERSONAL PROPERTY	558,055,710	49,011,839	607,067,549	599,999,160	1,207,066,709
TOTAL ASSESSED VALUE	$17,731,718,889	$630,325,284	$18,362,044,173	$676,076,573	$19,038,120,746
LESS EXEMPTIONS					
HOMEOWNERS	$415,243,213		$415,243,213	$371,741	$415,614,954
OTHER	446,925,183		446,925,183	9,082,808	456,007,991
TOTAL ASSESSED VALUE	$16,869,550,493	$630,325,284	$17,499,875,777	$666,622,024	$18,166,497,801
LESS ALLOWANCES FOR:					
DELINQUINCIES: (11) 0.25% (12) 0% (13) -% (14) 2.0%	$42,173,876		$42,173,876	$13,332,440	$55,506,316
IDENTIFY REDEVELOPMENT	3,035,851,040	113,433,590	3,149,284,630	208,668,694	3,357,953,324
(ADJ. VALUATION FOR ESTIMATED TAX REVENUE COMPUTATION)	$13,791,525,577	$516,891,694	$14,308,417,271	$444,620,890	$14,753,038,161

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 07
ANALYSIS OF FINANCING REQUIREMENTS
BY FUNCTION AND FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SUMMARIZATION BY FUNCTION	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
GENERAL	$20,664,241	$13,679,454	$82,086,691	$79,527,214	$83,032,846
PUBLIC PROTECTION	67,302,442	77,419,995	88,142,329	88,378,977	88,334,897
PUBLIC WAYS & FAC	7,969,500	8,381,796	7,995,493	7,995,493	8,310,206
HEALTH & SANITATION	35,047,563	37,258,417	43,598,439	43,264,953	44,086,606
PUBLIC ASSISTANCE	112,079,453	111,756,725	124,285,584	123,949,428	124,116,067
EDUCATION	6,760,062	5,834,262	6,858,626	6,858,626	6,917,289
REC & CULTURAL SVCES	876,901	717,468	726,356	726,356	738,101
DEBT SERVICE	5,052,883	47,910,898	7,731,448	7,731,448	7,212,376
TOTAL SPECIFIC FINANCING USES	**$255,753,045**	**$302,959,015**	**$361,424,966**	**$358,432,495**	**$362,748,388**
CONTINGENCIES	0	0	2,801,338	2,795,658	3,202,796
RESERVES	0	0	7,645,923	7,641,923	7,768,341
TOTAL FINANCING REQUIREMENTS	**$255,753,045**	**$302,959,015**	**$371,872,227**	**$368,870,076**	**$373,719,525**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 07
ANALYSIS OF FINANCING REQUIREMENTS
BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SUMMARIZATION BY FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
001 GENERAL	$228,232,764	$232,767,700	$86,410,579	$83,904,651	$87,839,308
004 COUNTY LIBRARY	6,575,347	5,633,086	7,276,169	7,276,169	7,185,765
005 LAW LIBRARY	252,914	266,753	361,880	361,880	361,473
006 CAPITAL OUTLAY	1,856,636	1,568,359	13,659,399	13,659,399	14,598,245
012 FISH AND GAME	13,457	12,590	12,500	12,500	12,617
016 PARKS AND RECREATION	642,817	644,456	732,036	726,356	738,101
101 ROAD	7,611,415	8,001,390	7,424,181	7,424,181	7,736,777
221 SOLANO FINANCING CORP	67	0	0	0	0
227 SOLANO FIN AUTH #3	(10)	0	0	0	0
260 SOLANO BLDG CORP CAP IMP	555,896	154,959	113,134	113,134	114,222
282 STORM/FLOOD LOCAL RELIEF	0	0	0	0	13,018
300 SO CO DEBT SVCE FUND	445,347	455,624	415,000	415,000	415,000
302 SOLANO FINANCING HSS BLDG	736	0	803,638	803,638	284,984
303 SOL CTY BLDG CORP DEBT SV	2,928,572	44,620,783	4,039,854	4,039,854	4,039,436
304 CAPITAL ASSET FINANCING	1,640,852	2,640,852	1,840,000	1,840,000	1,848,671
305 UNFUNDED LIABILITIES	37,000	193,640	831,846	831,846	831,846
307 SOL FIN AUTH #3 DEBT SERV	375	0	0	0	0
309 PARKS PROJECTS	234,086	73,013	0	0	0
363 RURAL HLTH SVCES 91/92	0	181,303	0	0	0
364 COMMUNITY BLOCK GRANT PROGRAM	29,850	0	492,334	492,334	492,334
365 RURAL HEALTH SERVICES 94/95	0	0	364,369	364,369	364,369
366 RURAL HLTH SVCES 92/93	147,148	30,681	0	200,967	200,967
367 SOLANO COMMUTER INFORMATION	314,782	367,815	581,834	577,834	597,015
369 DISTRICT ATTORNEY FAMILY SPT	3,822,245	5,017,059	6,593,896	6,593,896	5,985,742
380 RURAL HEALTH SERVICES 93/94	0	35,104	364,369	364,369	329,266
390 TOBACCO PREVENTION & EDUCATION	382,964	293,592	340,650	340,650	340,650
391 RURAL HLTH SVCES 90/91	27,785	0	0	0	0
900 PUBLIC SAFETY	0	256	57,495,344	57,420,228	57,113,782
901 TRIAL COURTS	0	0	15,176,262	15,407,871	15,557,214
902 HEALTH & SOCIAL SERVICES	0	0	166,542,953	165,698,950	166,718,723
TOTAL FINANCING REQUIREMENTS	**$255,753,045**	**$302,959,015**	**$371,872,227**	**$368,870,076**	**$373,719,525**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 8
SUMMARY OF COUNTY FINANCING REQUIREMENTS
FOR FISCAL YEAR 1994-1995

	COUNTY FUNDS	1992-1993 ACTUAL	1993-1994 ACTUAL	1994-1995 REQUESTED	1994-1995 RECOMMENDED	1994-1995 FINAL
TOTAL SPECIFIC FINANCING USES (BROUGHT FORWARD FROM SCHEDULE 8A)		$255,753,045	$302,959,015	$361,424,966	$358,432,495	$362,748,388
	APPROPRIATION FROM CONTINGINCIES					
001	GENERAL			2,000,000	2,000,000	2,855,813
004	LIBRARY			513,908	513,908	346,983
016	PARKS AND RECREATION			5,680	0	0
369	DA FAMILY SUPPORT			281,750	281,750	0
	SUB-TOTAL ESTIMATED FINANCING USES	$255,753,045	$302,959,015	$364,226,304	$361,228,153	$365,951,184
	PROVISIONS FOR RESERVES					
001	GENERAL			$6,783,552	$6,783,552	6,783,586
004	COUNTY FREE LIBRARY			104,604	104,604	124,525
005	LAW LIBRARY			43,521	43,521	43,114
006	ACCUMULATED CAPITAL OUTLAY			0	0	68,000
101	TRANSPORTATION			511,356	511,356	511,356
282	STORM / FLOOD			0	0	13,018
304	CAPITAL ASSET FINANCING			198,890	198,890	207,561
367	SOLANO COMMUTER INFO.			4,000	0	17,181
TOTAL FINANCING REQUIREMENTS		**$255,753,045**	**$302,959,015**	**$371,872,227**	**$368,870,076**	**$373,719,525**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 08A
SCHEDULE OF COUNTY SPECIFIC FINANCING
USES BY BUDGET UNIT BY FUNCTION AND ACTIVITY
BUDGET FOR THE FISCAL YEAR 1994 - 1995

FUND AND BUDGET UNITS	1992-93 ACTUALS	1993-94 ACTUALS	DEPT REQUESTED	CAO RECOMMEND	FINAL ADOPTED
GENERAL					
LEGISLATIVE & ADMIN					
001 BOARD OF SUPERVISORS	$446,135	$547,027	$617,984	$648,559	$762,824
001 ADMINISTRATION	782,473	1,180,087	1,147,332	1,147,332	1,158,953
001 GENERAL REVENUE	18,404	(44)	0	0	0
001 EMPLOYEE DEVELOP & RECOGNITION	121,441	62,153	111,874	111,525	115,551
001 PRODUCTIVITY SYSTEMS DELV	227	0	0	0	0
*** ACTIVITY TOTAL ***	**$1,368,680**	**$1,789,223**	**$1,877,190**	**$1,907,416**	**$2,037,328**
FINANCE					
001 ASSESSOR/RECORDER	$2,163,749	$2,265,468	$2,536,117	$2,335,447	$2,345,327
001 AUDITOR-CONTROLLER	1,438,484	1,967,996	2,155,471	2,115,627	2,125,132
001 TAX COLLECTOR/COUNTY CLERK	791,950	798,145	780,778	780,778	791,529
001 TREASURER	339,457	343,086	388,434	388,434	395,996
*** ACTIVITY TOTAL ***	**$4,733,640**	**$5,374,695**	**$5,860,800**	**$5,620,286**	**$5,657,984**
COUNSEL					
001 COUNTY COUNSEL	$1,015,877	$1,066,881	$1,192,341	$1,174,247	$1,176,122
*** ACTIVITY TOTAL ***	**$1,015,877**	**$1,066,881**	**$1,192,341**	**$1,174,247**	**$1,176,122**
PERSONNEL					
001 HUMAN RESOURCES	$780,244	$895,830	$990,489	$990,489	$1,002,561
001 PERSONNEL COBRA	(4,242)	2,686	0	0	0
*** ACTIVITY TOTAL ***	**$776,002**	**$898,516**	**$990,489**	**$990,489**	**$1,002,561**
ELECTIONS					
001 REGISTRAR OF VOTERS	$1,039,849	$1,108,553	$927,415	$927,415	$953,927
*** ACTIVITY TOTAL ***	**$1,039,849**	**$1,108,553**	**$927,415**	**$927,415**	**$953,927**
PLANT ACQUISITION					
006 CAPITAL PROJECTS	$1,856,636	$1,568,359	$13,659,399	$13,659,399	$14,530,245
260 SOLANO BUILDING CORP	$555,896	$154,959	$113,134	$113,134	$114,222
*** ACTIVITY TOTAL ***	**$2,412,532**	**$1,723,318**	**$13,772,533**	**$13,772,533**	**$14,644,467**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 08A
SCHEDULE OF COUNTY SPECIFIC FINANCING
USES BY BUDGET UNIT BY FUNCTION AND ACTIVITY
BUDGET FOR THE FISCAL YEAR 1994 - 1995

FUND AND BUDGET UNITS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
PROMOTION					
001 PROMOTION	$10,973	$500	$173,000	$500	$5,500
***** ACTIVITY TOTAL *****	**$10,973**	**$500**	**$173,000**	**$500**	**$5,500**
OTHER GENERAL					
001 GENERAL SERVICES	$4,998,045	$5,056,868	$5,935,142	$5,876,547	$5,996,522
221 SOLANO FINANCING CORP	67	0	0	0	0
227 SOLANO FIN AUTH #3	(10)	0	0	0	0
001 GENERAL EXPENDITURES	3,751,815	1,695,324	57,403,345	55,303,345	57,603,999
001 SURVEYOR/ENGINEER	50,456	71,598	120,588	120,588	120,588
001 A87 - OFFSET	0	(5,960,780)	(8,171,006)	(8,171,006)	(8,171,006)
001 GENERAL FUND-OTHER	506,327	854,758	2,004,854	2,004,854	2,004,854
***** ACTIVITY TOTAL *****	**$9,306,700**	**$1,717,768**	**$57,292,923**	**$55,134,328**	**$57,554,957**
. . . FUNCTION TOTAL . . .	**$20,664,253**	**$13,679,454**	**$82,086,691**	**$79,527,214**	**$83,032,846**
PUBLIC PROTECTION					
JUDICIAL					
001 COUNTY CLERK	$0	$0	$0	$0	$0
001 C M F CASES	311,154	452,832	0	0	0
005 LAW LIBRARY	252,914	266,754	318,359	318,359	318,359
001 VALLEJO-BENICIA MUNI COURT	2,690,940	3,044,687	0	0	0
001 CAPITAL CASES - 987.9 PC	11,483	163,651	0	0	0
001 SUPERIOR COURT	4,124,278	4,655,702	0	0	0
001 CHANGE OF VENUE CASES	0	107,721	0	0	219,996
001 NORTHERN SOLANO MUNI COURT	3,551,718	4,567,352	0	0	0
001 COURT APPOINTED ATTORNEYS	966,785	1,067,503	0	0	0
001 GRAND JURY	16,407	32,633	37,553	35,778	35,778
001 DISTRICT ATTORNEY	5,576,674	5,403,312	0	0	0
369 DA FAMILY SUPPORT	3,822,245	5,017,060	6,312,146	6,312,146	5,985,742
001 PUBLIC DEFENDER	3,786,712	3,571,494	0	0	0
001 PUBLIC DEF CONFLICTS	689,657	757,589	0	0	0
900 DISTRICT ATTORNEY	0	256	6,373,189	6,609,500	6,604,399
900 PUBLIC DEFENDER	0	0	3,699,818	3,798,267	3,802,564
900 PUBLIC DEFENDER CONFLICTS OFF	0	0	876,751	876,751	876,751
901 C M F CASES	0	0	406,840	406,840	406,840
901 VALLEJO-BENICIA MUNICIPAL CT	0	0	3,168,709	3,168,709	3,370,387

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 08A
SCHEDULE OF COUNTY SPECIFIC FINANCING
USES BY BUDGET UNIT BY FUNCTION AND ACTIVITY
BUDGET FOR THE FISCAL YEAR 1994 - 1995

FUND AND BUDGET UNITS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
901 CAPITAL CASES	0	0	0	100,000	100,000
901 SUPERIOR COURT	0	0	5,381,353	5,512,962	5,422,962
901 NORTHERN SOLANO MUNICIPAL CT	0	0	5,262,730	5,262,730	5,300,395
901 COURT APPOINTED ATTORNEYS	0	0	956,630	956,630	956,630
901 CHANGE OF VENUE CASES	0	0	0	0	0
***** ACTIVITY TOTAL *****	**$25,800,967**	**$29,108,546**	**$32,794,078**	**$33,358,672**	**$33,400,803**
POLICE PROTECTION					
001 SHERIFF	$23,320,016	$26,923,698	$0	$0	$0
001 MARSHAL	676,935	713,582	823,053	791,651	803,651
900 SHERIFF	0	0	29,959,526	30,031,234	29,786,551
***** ACTIVITY TOTAL *****	**$23,996,951**	**$27,637,280**	**$30,782,579**	**$30,822,885**	**$30,590,202**
DETENTION & CORRECT					
001 PROBATION	$9,106,858	$13,546,766	$0	$0	$0
900 PROBATION	0	0	16,586,060	16,104,476	16,043,517
***** ACTIVITY TOTAL *****	**$9,106,858**	**$13,546,766**	**$16,586,060**	**$16,104,476**	**$16,043,517**
PROTECTION & INSPECT					
001 AGRICULTURAL COMMISSIONER	$1,728,241	$1,848,185	$2,052,995	$2,052,995	$2,040,297
***** ACTIVITY TOTAL *****	**$1,728,241**	**$1,848,185**	**$2,052,995**	**$2,052,995**	**$2,040,297**
OTHER PROTECTION					
001 NOT APPLICABLE	$0	$0	$0	$0	$0
001 CORONER & PUBLIC ADMIN	698,724	730,677	753,678	753,678	754,309
001 RECORDER	763,364	942,882	1,230,567	1,338,911	1,395,924
001 ENVIRONMENTAL MANAGEMENT	3,444,340	3,363,854	3,700,838	3,700,838	3,859,376
001 EMERGENCY SERVICES	138,254	242,099	241,534	246,522	250,469
001 INSTITUTIONAL MEDICAL SERVICES	1,624,669	(294)	0	0	0
902 INSTITUTIONAL MEDICAL SERVICES	0	0	0	0	0
***** ACTIVITY TOTAL *****	**$6,669,351**	**$5,279,218**	**$5,926,617**	**$6,039,949**	**$6,260,078**
. . . FUNCTION TOTAL . . .	**$67,302,368**	**$77,419,995**	**$88,142,329**	**$88,378,977**	**$88,334,897**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 08A
SCHEDULE OF COUNTY SPECIFIC FINANCING
USES BY BUDGET UNIT BY FUNCTION AND ACTIVITY
BUDGET FOR THE FISCAL YEAR 1994 - 1995

FUND AND BUDGET UNITS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
PUBLIC WAYS & FAC					
OTHER PROTECTION					
012 FISH & GAME	$13,457	$12,590	$12,500	$12,500	$12,617
***** ACTIVITY TOTAL *****	**$13,457**	**$12,590**	**$12,500**	**$12,500**	**$12,617**
PUBLIC WAYS					
101 TRANSPORTATION DEPARTMENT	$7,611,415	$8,001,393	$6,912,825	$6,912,825	$7,225,421
367 RIDESHARING PROGRAM	314,782	367,813	577,834	577,834	579,834
364 COMM BLOCK GRANT PROGRAM	29,850	0	492,334	492,334	492,334
***** ACTIVITY TOTAL *****	**$7,956,047**	**$8,369,206**	**$7,982,993**	**$7,982,993**	**$8,297,589**
. . . FUNCTION TOTAL . . .	**$7,969,504**	**$8,381,796**	**$7,995,493**	**$7,995,493**	**$8,310,206**
HEALTH & SANITATION					
HEALTH					
001 HEALTH AND SOCIAL SERVICES	$34,489,697	$36,717,740	$0	$0	$0
365 RURAL HEALTH SERVICES 94/95	0	0	0	0	0
380 RURAL HEALTH SERVICES 93/94	0	35,104	364,369	364,369	329,266
001 HEALTH	0	0	0	0	0
001 MENTAL HEALTH	0	0	0	0	0
391 RURAL HLTH SVCES 90/91	27,785	0	0	0	0
363 RURAL HLTH SVCES 91/92	0	181,303	0	0	0
366 RURAL HLTH SVCES 92/93	0	0	0	0	0
390 TOBACCO PREVENTION & EDUCATION	45	0	0	0	0
001 HEALTH SERVICES DEPARTMENT	0	0	0	0	0
902 HEALTH & SOCIAL SERVICES	0	0	42,529,051	41,994,598	42,851,354
365 RURAL HEALTH SERVICES 94-95	0	0	364,369	364,369	364,369
***** ACTIVITY TOTAL *****	**$34,517,527**	**$36,934,147**	**$43,257,789**	**$42,723,336**	**$43,544,989**
HOSPITAL CARE					
390 TOBACCO PREVENTION AND EDUCATN	$382,919	$293,589	$0	$0	$0
366 RURAL HEALTH SERVICES	147,148	30,681	0	200,967	200,967
390 TOBACCO PREVENTION & EDUCATION	0	0	340,650	340,650	340,650
***** ACTIVITY TOTAL *****	**$530,067**	**$324,270**	**$340,650**	**$541,617**	**$541,617**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 08A
SCHEDULE OF COUNTY SPECIFIC FINANCING
USES BY BUDGET UNIT BY FUNCTION AND ACTIVITY
BUDGET FOR THE FISCAL YEAR 1994 - 1995

FUND AND BUDGET UNITS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
. . . FUNCTION TOTAL . . .	**$35,047,594**	**$37,258,417**	**$43,598,439**	**$43,264,953**	**$44,086,606**
PUBLIC ASSISTANCE					
ADMINISTRATION					
001 HEALTH AND SOCIAL SERVICES	$111,839,724	$111,520,271	$0	$0	$0
001 WELFARE	0	0	0	0	0
001 SENIOR PROGRAMS	30,324	0	0	0	0
001 CHILD ABUSE PREV.	0	0	0	0	0
902 HEALTH & SOCIAL SERVICES	0	0	124,013,902	123,704,352	123,867,369
*** * * ACTIVITY TOTAL * * ***	**$111,870,048**	**$111,520,271**	**$124,013,902**	**$123,704,352**	**$123,867,369**
GENERAL RELIEF					
001 IND BURIAL VETS CEM CARE	$22,352	$16,794	$19,000	$19,000	$19,483
*** * * ACTIVITY TOTAL * * ***	**$22,352**	**$16,794**	**$19,000**	**$19,000**	**$19,483**
VETERANS' SERVICES					
001 VETERANS SERVICE	$187,071	$219,660	$252,682	$226,076	$229,215
*** * * ACTIVITY TOTAL * * ***	**$187,071**	**$219,660**	**$252,682**	**$226,076**	**$229,215**
OTHER ASSISTANCE					
001 G A WORK PROJECT	$0	$0	$0	$0	$0
*** * * ACTIVITY TOTAL * * ***	**$0**	**$0**	**$0**	**$0**	**$0**
. . . FUNCTION TOTAL . . .	**$112,079,471**	**$111,756,725**	**$124,285,584**	**$123,949,428**	**$124,116,067**
EDUCATION					
LIBRARY SERVICES					
001 LIBRARY GENERAL FUND SHARE	$88,054	$96,508	$81,926	$81,926	$81,926
004 LIBRARY	6,575,347	5,633,076	6,657,657	6,657,657	6,714,257
*** * * ACTIVITY TOTAL * * ***	**$6,663,401**	**$5,729,584**	**$6,739,583**	**$6,739,583**	**$6,796,183**

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 08A
SCHEDULE OF COUNTY SPECIFIC FINANCING USES BY BUDGET UNIT BY FUNCTION AND ACTIVITY
BUDGET FOR THE FISCAL YEAR 1994 - 1995

FUND AND BUDGET UNITS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
AGRICULTURAL EDU					
001 COOPERATIVE EXT SVCE	$96,669	$104,678	$119,043	$119,043	$121,106
***** ACTIVITY TOTAL *****	**$96,669**	**$104,678**	**$119,043**	**$119,043**	**$121,106**
. . . FUNCTION TOTAL . . .	**$6,760,070**	**$5,834,262**	**$6,858,626**	**$6,858,626**	**$6,917,289**
REC & CULTURAL SVCES					
RECREATION FAC					
016 PARKS & RECREATION	$642,817	$644,455	$726,356	$726,356	$738,101
309 PARKS PROJECT	234,086	73,013	0	0	0
***** ACTIVITY TOTAL *****	**$876,903**	**$717,468**	**$726,356**	**$726,356**	**$738,101**
. . . FUNCTION TOTAL . . .	**$876,903**	**$717,468**	**$726,356**	**$726,356**	**$738,101**
DEBT SERVICE					
RETIRE-L/TERM DEBT					
300 DEBT SERVICE	$445,347	$455,623	$415,000	$415,000	$415,000
305 UNFUNDED LIABILITIES	37,000	193,640	831,846	831,846	831,846
302 CEN SOL FIN HSS BLDG	736	0	803,638	803,638	284,984
303 SOL CTY BLDG CORP DEBT SV	2,928,572	44,620,783	4,039,854	4,039,854	4,039,436
304 CAP ASSETS FIN-DEBT SVCE	1,640,852	2,640,852	1,641,110	1,641,110	1,641,110
307 SOL FIN AUTH #3 DEBT SERV	375	0	0	0	0
***** ACTIVITY TOTAL *****	**$5,052,882**	**$47,910,898**	**$7,731,448**	**$7,731,448**	**$7,212,376**
. . . FUNCTION TOTAL . . .	**$5,052,882**	**$47,910,898**	**$7,731,448**	**$7,731,448**	**$7,212,376**
TOTAL SPECIFIC FINANCING USES	**$255,753,045**	**$302,959,015**	**$361,424,966**	**$358,432,495**	**$362,748,388**

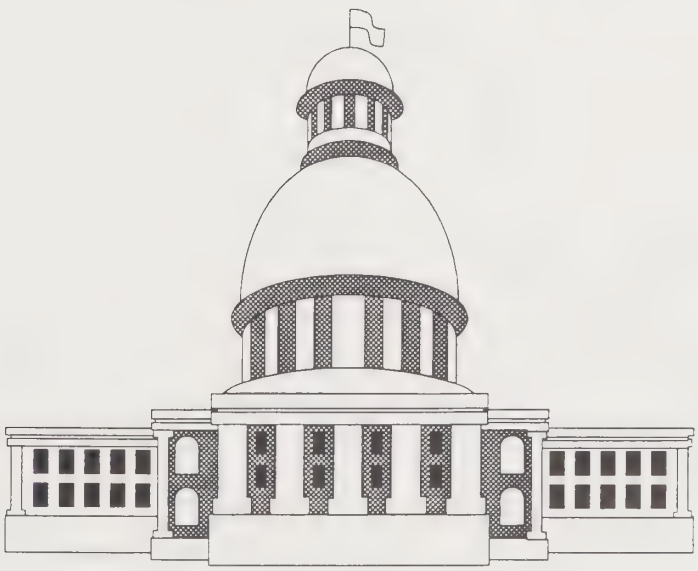
COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 08A
SCHEDULE OF COUNTY SPECIFIC FINANCING
BY FUND
BUDGET FOR THE FISCAL YEAR 1994 - 1995

SUMMARIZATION BY FUND	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
001 GENERAL	$228,232,764	$232,767,700	$77,627,027	$75,121,099	$78,199,909
004 COUNTY LIBRARY	6,575,347	5,633,086	6,657,657	6,657,657	6,714,257
005 LAW LIBRARY	252,914	266,753	318,359	318,359	318,359
006 CAPITAL OUTLAY	1,856,636	1,568,359	13,659,399	13,659,399	14,530,245
012 FISH AND GAME	13,457	12,590	12,500	12,500	12,617
016 PARKS AND RECREATION	642,817	644,456	726,356	726,356	738,101
101 ROAD	7,611,415	8,001,390	6,912,825	6,912,825	7,225,421
221 SOLANO FINANCING CORP	67	0	0	0	0
227 SOLANO FIN AUTH #3	(10)	0	0	0	0
260 SOLANO BLDG CORP CAP IMP	555,896	154,959	113,134	113,134	114,222
300 SO CO DEBT SVCE FUND	445,347	455,624	415,000	415,000	415,000
302 SOLANO FINANCING HSS BLDG	736	0	803,638	803,638	284,984
303 SOL CTY BLDG CORP DEBT SV	2,928,572	44,620,783	4,039,854	4,039,854	4,039,436
304 CAPITAL ASSET FINANCING	1,640,852	2,640,852	1,641,110	1,641,110	1,641,110
305 UNFUNDED LIABILITIES	37,000	193,640	831,846	831,846	831,846
307 SOL FIN AUTH #3 DEBT SERV	375	0	0	0	0
309 PARKS PROJECTS	234,086	73,013	0	0	0
363 RURAL HLTH SVCES 91/92	0	181,303	0	0	0
364 COMMUNITY BLOCK GRANT PROGRAM	29,850	0	492,334	492,334	492,334
365 RURAL HEALTH SERVICES 94/95	0	0	364,369	364,369	364,369
366 RURAL HLTH SVCES 92/93	147,148	30,681	0	200,967	200,967
367 SOLANO COMMUTER INFORMATION	314,782	367,815	577,834	577,834	579,834
369 DISTRICT ATTORNEY FAMILY SPT	3,822,245	5,017,059	6,312,146	6,312,146	5,985,742
380 RURAL HEALTH SERVICES 93/94	0	35,104	364,369	364,369	329,266
390 TOBACCO PREVENTION & EDUCATION	382,964	293,592	340,650	340,650	340,650
391 RURAL HLTH SVCES 90/91	27,785	0	0	0	0
900 PUBLIC SAFETY	0	256	57,495,344	57,420,228	57,113,782
901 TRIAL COURTS	0	0	15,176,262	15,407,871	15,557,214
902 HEALTH & SOCIAL SERVICES	0	0	166,542,953	165,698,950	166,718,723
TOTAL SPECIFIC FINANCING USES	**$255,753,045**	**$302,959,015**	**$361,424,966**	**$358,432,495**	**$362,748,388**

COUNTY OF SOLANO
STATE OF CALIFORNIA
OPERATING TRANSFERS IN AND OUT
BUDGET FOR THE FISCAL YEAR 1994-1995

DEPARTMENT NAME	TRANSFERS IN	TRANSFERS OUT	DEPARTMENT NAME
GENERAL EXPENDITURES	$831,846	$831,846	Unfunded Liabilities
LIBRARY	481,140	297,584	Library - Zone 1
		2,427	Library - Zone 2
		9,756	Library - Zone 6
		171,373	Library - Zone 7
CAPITAL PROJECTS	358,098	358,098	Fouts Springs Ranch
PARKS	166,197	45,092	General Services
		121,105	General Expenditures
SOLANO FIN. H & SS BLDG.	108,146	108,146	Health & Social Services
DEBT SERVICE	2,904,854	2,004,854	General Fund Other
		900,000	Capital Projects
DISTRICT ATTORNEY	2,750,076	2,750,076	General Expenditures
PUBLIC DEFENDER	3,328,572	3,328,572	General Expenditures
PUBLIC DEFENDER CONF.	723,039	723,039	General Expenditures
SHERIFF	15,743,836	15,743,836	General Expenditures
PROBATION	8,568,081	8,568,081	General Expenditures
VALLEJO BENICIA MUNI CT.	1,638,922	1,638,922	General Expenditures
CAPITAL CASES	100,000	100,000	General Expenditures
SUPERIOR COURT	2,267,807	2,267,807	General Expenditures
NSMC	2,455,393	2,455,393	General Expenditures
COURT APPT. ATTYS.	954,716	954,716	General Expenditures
HEALTH AND SOC. SVCS.	15,339,317	15,198,468	General Expenditures
		29,222	Rural Health 94/95
		33,633	Rural Health 92/93
		32,056	Rural Health 93/94
		45,938	Tobacco Education
TOTAL	$58,720,040	$58,720,040	

GENERAL GOVERNMENT AND SUPPORT SERVICES



BOARD OF SUPERVISORS
BUDGET 1000

Fund: 001 GENERAL
Function: GENERAL
Activity: LEGISLATIVE & ADMIN

WILLIAM J. CARROLL, Chairman
LINDA TERRA
Clerk, Board of Supervisors

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$385,904	$379,223	$377,266	$377,266	$479,996
SERVICES AND SUPPLIES	58,341	47,339	54,020	84,595	89,630
OTHER CHARGES	0	120,465	186,698	186,698	186,698
F/A EQUIPMENT	1,888	0	0	0	6,500
TOTAL APPROPRIATIONS	**$446,133**	**$547,027**	**$617,984**	**$648,559**	**$762,824**
REVENUE					
CHARGES FOR SERVICES	$106	$169	$0	$0	$0
MISC REVENUE	0	0	0	0	0
TOTAL REVENUE	**$106**	**$169**	**$0**	**$0**	$0
NET COUNTY COST	**$446,027**	**$546,858**	**$617,984**	**$648,559**	**$762,824**
POSITIONS	**10.1**	**9.5**	**9.5**	**9.5**	**13**

MISSION STATEMENT

The mission of the Solano County Board of Supervisors is to provide the citizens of Solano County with the highest quality of programs and services possible within the available resources. These services include public protection, general government, public assistance, education, recreation and health and sanitation. In providing these services, desirability, prosperity and livability of the County are to be maintained and protected.

MAJOR ACCOMPLISHMENTS IN FY93/94

GENERAL GOVERNMENT

* Adoption of a balanced Budget that provided for the continuation of a high level of essential services despite the loss of approximately $18 million in discretionary revenues due to the property tax shift to schools.

* Adoption of the County comprehensive Purchasing Policy Manual, developed by the General Services department.

PUBLIC PROTECTION

* Implementation of Proposition 172 funding for Public Safety departments.

* Approved the transfer of Institutional Medical Services (medical care for jail inmates) responsibility to Sheriff's Department.

* Approval and subsequent adoption of a comprehensive management study, conducted by the Harvey Rose Corporation, of the Sheriff's Department, including Sheriff's operations and the two detention facilities.

* Authorized construction of new Juvenile Hall wing and various improvements in the Juvenile Hall facility to improve security for personnel and conditions for the wards.

* Approved the expansion of D.A. Family Support and relocation to new facilities.

* Contracted for and funded up to 50 extra prisoner spaces in Yolo County jail in order to reduce overcrowding in Solano County facilities.

* Extended the provisions of the Controlled Growth Initiative (Measure A) for a fifteen year period through December 31, 2010.

* Successfully completed the Tri-City Joint Powers Authority adoption of the Open Space and Farmland Preservation Plan with the Cities of Benicia, Vallejo and Fairfield.

* Adopted and directed staff to implement the Code Enforcement Program.

* Streamlined the Planning Commission by reducing its membership to five members (one from each Supervisorial district.)

HEALTH & SOCIAL SERVICES

* Approval of the 'campus' concept for the provision of health and social service to residents. This included approval for the purchase of the Solano Park Hospital acreage for future construction of Health and Social Services Department facilities.

* Initiated contract compliance and accountability in the Department of Health and Social Services.

* Approved the contract with the Solano Healthplan Partnership for provision of Medi-Cal services to County clients.

* Approved relocation of the Social Services Division and the Health & Social Services warehouse from Suisun to the Enterprise Street campus.

* Approved remodeling of the Vallejo Clinic.

GOALS AND OBJECTIVES FOR FY94/95

GENERAL GOVERNMENT

* Approval of a balanced Budget for FY 1994/95 that provides for the highest level and quality of services and programs for the citizens of the County while taking into consideration the limited resources available to meet those needs.

* Assure that all clients/customers are treated with respect and dignity in any interactions with the County.

* Encourage and support community/citizen input and participation in all County programs and services.

* Continue to automate the Clerk of the Board office and provide on-line access to Board agendas and minutes from the Solano Public Library System.

* Ensure that County employees understand and adhere to the goals of service and conduct established by the County and that employees receive the training and job tools necessary to meet those standards.

* Develop services and programs that provide for a high quality of life and promote community harmony and diversity.

PUBLIC PROTECTION

* Provide for the planned growth of the County, taking into consideration economic factors, environmental factors and the agricultural characteristics of the County.

* Continue coordinated efforts to provide for a crime free, safe environment for the citizens of the County .

* Continue to achieve coordination with departments in the Criminal Justice System through the Criminal Justice Committee.

* Direct staff to pursue programs to create availability for jail prisoners in drug and alcohol programs either within the jail or in local residential treatment programs.

* Direct staff to implement year round licensing of pets in all Solano County cities.

* Direct staff to study possible cost savings from contracting out Sheriff's patrol in Vallejo and Benicia.

* Adopt Uniform Fire Code for East Vallejo Fire Protection District.

* Direct staff to continue to research central dispatch and proceed with designing a countywide Emergency Medical System.

* Resolution of problems with Juvenile Dependency cases.

* Direct staff to monitor and report to Board on the Code Enforcement Program so that it may be improved.

* Study the issue of encroachment on Travis AFB through newly formed task force.

HEALTH & SOCIAL SERVICES

* Continue to encourage 'One-Stop Shopping' approach to serving clients through Health and Social Services Committee actions.

WORKLOAD INDICATORS

Due to the nature of this department, it is extremely difficult to determine workload indicators. With the resources requested, the Department will continue to conduct scheduled Board of Supervisors meetings, prepare, index and archive Board minutes, prepare and post required legal notices and process all clerical and fiscal paperwork.

DEPARTMENTAL BUDGET REQUEST

This budget request generally represents a "status quo" budget, ie: there is no significant increase in Net County Cost (NCC) in terms of costs. The major increase in the budget is attributable to a $60,000 increase in A-87 Overhead. Most County departments experienced an increase in A-87 charges due to the update of the Countywide Cost Allocation Plan, prepared by DMG Associates, to ensure full State/Federal compliance.

COUNTY ADMINISTRATOR'S RECOMMENDATION

The County Administrator is proposing that this budget be increased to reflect anticipated data processing charges and to provide funds for Board member education ($2,500) and travel ($5,000). This equates to $1,500 per Board Member and is slightly more than the costs associated with the CSAC Annual Conference. Although Board members did not request the travel funds, this Office feels that the deplorable financial condition of the State will result in another round of revenue shifts and reductions that will have dire effects on all counties including Solano. If Solano County is to protect its interests, Board members will have to be active in CSAC and other organizations to ensure that we have a voice in outcomes proposed by these groups. In addition, interactions with Board members

from other counties will result in an increased awareness of other agencies attempts and efforts to develop innovative programs and services that continue to meet citizen needs within the limited resources available.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

FINAL BOARD ACTION

The Board approved the budget as proposed with the inclusion of $5,035 of the Fund Balance Incentive Program from FY93/94 and the following changes:

* $79,435 increase in salary and benefit expense to increase Board Assistants from ½ time to full-time (2.5 FTE to 5.0 FTE).

* $23,295 increase in salary and benefit expense to budget for a Client Services Specialist position to provide information and assistance to the public concerning all County services and programs.

* $6,500 increase in fixed assets expense for two computers and related software for the Clerk of the Board.

COUNTY ADMINISTRATOR
BUDGET 1100

Fund: 001 GENERAL
Function: GENERAL
Activity: LEGISLATIVE & ADMIN

MICHAEL D. JOHNSON
County Administrator

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$672,639	$674,035	$727,454	$727,454	$720,962
SERVICES AND SUPPLIES	103,805	516,950	448,378	448,378	459,999
OTHER CHARGES	0	0	0	0	0
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	6,031	19,099	1,500	1,500	7,992
INTRA-FUND TRANSFERS	0	(30,000)	(30,000)	(30,000)	(30,000)
TOTAL APPROPRIATIONS	**$782,475**	**$1,180,084**	**$1,147,332**	**$1,147,332**	**$1,158,953**
REVENUE					
INTERGOVERNMENTAL REV STATE	$0	$0	$0	$0	$0
CHARGES FOR SERVICES	52,353	357,685	589,776	589,776	589,776
MISC REVENUE	0	1,054	150	150	150
OTHER FINANCING SOURCES	0	31,357	0	0	0
TOTAL REVENUE	**$52,353**	**$390,096**	**$589,926**	**$589,926**	**$589,926**
NET COUNTY COST	**$730,122**	**$789,988**	**$557,406**	**$557,406**	**$569,027**
POSITIONS	**11**	**11**	**11**	**11**	**11**
Admin Intern	**2**	**0**	**0**	**0**	**0**

MISSION STATEMENT

The mission of the County Administrator's Office is to ensure that all County programs, services and activities are geared toward efficiency, economy and maximum effectiveness. In accomplishing this mission, the Office receives policy direction from and provides assistance and advice to the Board of Supervisors by reviewing, analyzing and monitoring County activities and services to determine the overall impact on programs, services and financial resources. The County Administrator is responsible to the Board of Supervisors for the development and recommendation of the annual County Budget.

In carrying out this mission, a primary emphasis of the Office is to work closely with departments to assist them in determining their missions and to provide available resources necessary to achieve their goals and objectives. To this end, the Office will continue to empower departments to manage programs with less centralized budgetary control, more flexibility and emphasis on program results rather than line item budget review.

In addition, this Office is charged with the responsibility for overseeing the County-wide Affirmative Action Program. The mission of this Division is to assist Departments to: ensure hiring practices, personnel practices and working conditions are not discriminatory; promote diversity in the workplace through the hiring of women, ethnic minorities and individuals with disabilities; resolving complaints of discrimination or harassment; work with State and Federal compliance agencies; and provide for training in the areas of discrimination, harassment and diversity.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Changes in the Budget process including:

  Development of a comprehensive Budget document that includes extensive narrative, charts and tables which make it much more "user friendly".

  Establishment of a budget carryover incentive program that encourages departments to more effectively manage their budgets.

  Development of the "Budget in Brief" brochure which provides citizens with an easily understood summary of County funding and spending.

  Establishment of separate Funds for: Health and Human Services; Trial Court Funding; and Public Safety (Prop 172) to more accurately account for Net County Cost and use of special, restricted funds.

* Negotiation and implementation of a Master Property Tax Transfer Agreement with the Cities to facilitate routine annexations with an increase of funds being retained by the County.

* Implementation of the Harvey Rose Sheriff's Management Study recommendations.

* More effective utilization of the monthly department head meetings to encourage better communications, more timely and accurate exchanges of information and development of a team approach to problem solving.

* Development and implementation of standardized Board agenda reports and agenda process.

* Strengthen the County's Legislative review/advocacy program through the establishment of an annual Legislative Platform.

* Development and implementation of an "appointed" Department head annual performance evaluation program.

* Developed and implemented diversity training programs for Department Heads and first and second level supervisors.

* Coordinated the development of automated reports for required Federal and State workforce statistics and special reports needed to facilitate investigations of employment discrimination complaints.

GOALS AND OBJECTIVES FOR FY94/95

* Prepare and submit a 1994/95 Budget that balances available financial resources with expenditures, sets forth budget priorities and develops departmental missions and objectives for each department.

* Continue to work with department heads, employee organizations to explore alternatives to budget reductions and/or layoffs. Emphasis will be placed on examination of efficiencies and cost savings in all County operations.

* Continue the implementation of departmental "empowerment" by establishing periodic department discussions/interactions with the Board concerning budget, program/service delivery and program priorities.

* Assure timeliness and accountability for the accuracy of information presented in policy recommendations to the Board of Supervisors.

* Continue to ensure that the public has access to all County programs and services. This will be measured by responses to customer survey questionnaires.

* Ensure that County departments and programs are responsive to the needs of the community, within the confines of the law and fiscal limitations. This will be measured by responses to the Customer Survey remarks.

* Continue to explore organizational reorganizations, reductions and consolidation of departments to provide optimum service delivery.

* Produce the Affirmative Action Plan for FY 94/95 with quarterly updates.

* Develop an aggressive Career Development Program aimed at women, ethic minorities and individuals with disabilities.

* Continue training efforts in the areas of diversity and sexual harassment.

* Continue to receive, investigate and mediate complaints of employment discrimination and harassment from applicants and employees.

* Re-evaluation of the County Disadvantaged/Women/Local Enterprise Program.

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget shows a ($72,698) decrease in expenses or (6%) and a $232,241 or 65% increase in revenues over FY93/94 for a decrease in Net County Cost of ($304,939) or (35%) over the prior year.

Salaries and Employee Benefits reflect $15,000 for Extra Help as well as a .5 FTE Affirmative Action Assistant. Services and supplies show a decrease of ($86,613) or (16%) over the prior fiscal year. This is due primarily to a reduction in data processing charges.

For the first time, the Affirmative Action Division Education and Training materials will be budgeted in the Employee Training Budget Unit 1103.

Fixed assets include funding for a FAX machine. The current FAX machine has developed severe charges for maintenance that have not been cost effective given the age of the machine.

Revenues include a transfer-in of $30,000 to offset charges for the CSAC link. Countywide administrative overhead revenue reflects a $232,091 or 65% increase over the prior year, due to the update of the Countywide cost plan preparation.

WORKLOAD INDICATORS

Although most of the work performed by the County Administrator's Office is not easily quantifiable in terms of units of work performed or services provided, there are several performance goals that can be achieved through the requested level of funding.

* Timely responses to all Board requests for information/recommendations concerning County programs, services and operations.

* Development of a balanced County Budget that optimizes available resources and addresses the concerns of the Board, department heads and the public.

* Timely responses to operating department requests for assistance in analyzing programs, procedures and/or organizational structures.

* Continued progress toward improving interdepartmental communications and cooperation.

* Timely review of proposed State and Federal legislation and preparation of appropriate responses/recommendations.

* Continued coordination of County data processing/management information services, and continued progress toward the orderly automation of County operations, services and programs.

* Preparation of periodic reports providing up-to-date information on budget status, overall County/departmental operations and the effects of other governmental agencies (State, Federal and local) operations on the County.

* Timely responses to complaints of discrimination or harassment.

* Preparation of Federal and State compliance agency statistical reports and requests for information concerning specific complaints of discrimination.

SIGNIFICANT BUDGET CHANGES

As indicated in the Requested Budget, the department has experienced a significant increase in A-87 overhead revenues and a significant decrease in data processing charges.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head agrees with the recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $11,621 of the Fund Balance Incentive Program and the following changes:

* There is an increase of $6,492 in equipment expense for two new computers, monitors, software, etc., to add Affirmative Action to the CAO/Auditor network.

* There is a corresponding decrease of $6,492 in CAO salaries & benefits expense.

GENERAL REVENUE
BUDGET 1101

Fund: 001 GENERAL
Function: GENERAL
Activity: LEGISLATIVE & ADMIN

MICHAEL D. JOHNSON
County Administrator

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$0	$0	$0
SERVICES AND SUPPLIES	(23)	(44)	0	0	0
OTHER CHARGES	18,427	0	0	0	0
OTHER FINANCING USES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$18,404**	**($44)**	**$0**	**$0**	**$0**
REVENUE					
TAXES	$44,719,751	$32,762,984	$31,442,370	$31,846,467	$32,214,685
LICENSES,PERMITS AND FRANCHISE	230,700	234,561	235,000	235,000	235,000
FINES,FORFEITURES AND PENALTY	3,086	5,932	0	0	0
REVENUE FROM USE OF MONEY/PROP	3,356,791	4,557,558	3,000,900	3,000,900	3,000,900
INTERGOVERNMENTAL REV STATE	19,065,877	18,036,575	15,519,395	15,497,922	15,999,395
INTERGOVERNMENTAL REV FEDERAL	0	0	0	0	0
CHARGES FOR SERVICES	8,714,067	7,717,500	5,454,539	7,552,789	7,319,882
MISC REVENUE	5,366,354	6,878,135	1,220,000	1,220,000	3,749,503
OTHER FINANCING SOURCES	1,168	0	0	0	0
TOTAL REVENUE	**$81,457,794**	**$70,193,245**	**$56,872,204**	**$59,353,078**	**$62,519,365**
NET COUNTY COST	**($81,439,390)**	**($70,193,289)**	**($56,872,204)**	**($59,353,078)**	**($62,519,365)**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

The General Revenue Budget unit exists to receive revenues which are not attributable to a specific County service or department and which are available to support the County's general purpose expenditures. Types of revenues included are property tax, sales tax interest earnings, motor vehicle in-lieu funds and redevelopment increments.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not applicable

GOALS AND OBJECTIVES FOR FY94/95

* The primary goal for this budget is to continue to maximize the resources available for general purpose, discretionary programs, services and other uses.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects $56,872,204 in non-program revenue for FY94/95. This is a reduction of ($6,469,312) or (10%) when compared to FY93/94 Final Budget. The overall property tax group increased by $1,176,491, while the intergovernmental revenue is decreased by ($2,990,242). Major contributing factors to the decrease are the elimination of Trial Court Funding in this budget of $1,967,292 and motor vehicle in lieu revenue of $564,450. In addition, the redevelopment increment is down by $1,845,461 and the PERS rebate is no longer available except for $220,000 in interest earnings.

CAO RECOMMENDATION

The Proposed Budget includes the following changes from the Requested Budget. They are:

* Include the Business License Tax for the landfills in the amount of $1,850,000.

* Increase the redevelopment increment by $248,250 based on the latest calculation of property tax by the Tax Division of the Auditor's Office.

The Proposed Budget totals $59,353,078. It is a reduction of ($3,988,438) or (6%) when compared with the FY93/94 Final Budget.

It is important to note that the Proposed Budget represents the best estimate made by the Auditor and the County Administrator. Pending the State budget adoption and their decision on property tax shifts from the Counties to State, we will continue to refine this budget and present any additional changes to the Board at Final Budget Hearings.

SIGNIFICANT BUDGET CHANGES

Several significant changes have taken place in this budget as a result of actions taken in FY93/94.

Business License Tax - Anticipated receipts are expected to grow by $350,000 due to higher tonnages from waste imported from other counties.

Sales and Use Tax - Anticipated receipts are expected to be $780,000 lower than FY93/94 due to Franchise Tax Board errors in siting businesses and our resulting "payback" schedule.

Tax Loss Reserve - Anticipated receipts will be approximately $2.5 million less than FY93/94. Due to legislation that changed the reserve requirement, the County experienced a one-time windfall of $2.5 million in FY93/94.

Trial Court Funding - Due to the Trial Court Funding MOU all Trial Court Funding revenues ($1.9 Million in FY93/94) will be budgeted directly to the Courts.

Homeowners Exemption - Due to a prior year adjustment, revenues are projected to be $400,000 lower than FY93/94.

Motor Vehicle In-Lieu - State projections are $560,000 lower than FY93/94.

Other Revenue - The FY93/94 PERS rebate of $3.3 million was budgeted in this account. With no rebate this fiscal year, only the remaining interest of $220,000 is available for FY94/95.

PENDING ISSUES AND POLICY CONSIDERATIONS

As indicated above, several of the County's revenue sources have experienced major changes over the last two years, the most significant being the two main property tax shifts. With the State continuing to experience major budget deficits, several of the revenues contained in this budget may be targeted for further cuts by the State. The State should have adopted its budget prior to Final Budget Hearing and the County Administrator will provide information/recommendations dealing with significant changes to the Board at that time.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

Both the Auditor and the County Administrator agree with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* The large increase of $2.5 million in Tax Loss Reserve revenues is due to a recalculation made of actual receipts available as of June 30, 1994. Because up-to-date information was not verifiable at the time the Proposed Budget was finalized, the original calculation was made using data from past Five Year Financial Forecasts (which showed $1 million each of the past several years) and information from past budgets. The $1 million was a minimum level that we were certain we would receive in FY94/95. In addition, the $1 million figure was somewhat conservative given the change in reserve requirements made in FY94/95. When actual revenues were later analyzed, these figures proved to be ultraconservative.

  In order to improve the accuracy of future projections of General Revenues, CAO and Auditor staff have been working closely to analyze all General Revenues and to document revenue sources, chronological collection indicators and projection formulae.

* Property tax revenues are projected to increase by approximately $368,000 due to the recalculation of the property tax allocations required by the State for its ERAF take-back.

* As part of the FY94/95 State Budget, Solano County has been allocated approximately $230,000 in Property Tax Administration Revenues to be used for departments and programs directly related to the assessment and collection of property taxes.

* Recognize as revenue in the amount of $270,809 from Public Safety Fund to cover Public Defender. General Fund Contingency was transferred to Public Defender during FY93/94.

EMPLOYEE TRAINING
BUDGET 1103

Fund: 001 GENERAL
Function: GENERAL
Activity: LEGISLATIVE & ADMIN

SUSAN HARRINGTON
Director of Human Resources

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$72,137	$0	$0	$0	$0
SERVICES AND SUPPLIES	49,304	62,153	111,874	111,525	115,551
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	0	0	0	0	0
TOTAL APPROPRIATIONS	**$121,441**	**$62,153**	**$111,874**	**$111,525**	**$115,551**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$0	$0	$0	$0	$0
CHARGES FOR SERVICES	0	0	123,068	123,068	123,068
TOTAL REVENUE	**$0**	**$0**	**$123,068**	**$123,068**	**$123,068**
NET COUNTY COST	**$121,441**	**$62,153**	**($11,194)**	**($11,543)**	**($7,517)**
POSITIONS	**3**	**0**	**0**	**0**	**0**

MISSION STATEMENT

The mission of the Employee Development and Recognition Program is to provide County departments with a well trained and motivated staff. In accomplishing this mission, we provide cost effective training opportunities to improve the skills of County employees not only for current responsibilities, but also to prepare employees for promotional opportunities. It is also the mission of this program to promote employee involvement in the accomplishment of the County's goals and objectives through a suggestion program which provides employees monetary recognition for cost-reducing suggestions; to provide recognition to employees who have made an extra effort to make a difference through the Extra Mile Award and to recognize employees who make a contribution towards improving Solano County through the Commitment to Excellence Award.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Provided training on Managing Workforce Diversity to 191 County managers and supervisors.

* Provided 177 County employees training on 22 topics through the Center for Management Development.

* Provided the equivalent of five days of training on employee and labor relations issues to managers and supervisors through the Napa/Solano/Yolo Counties Employment Relations Consortium.

* Offered training to employees facing layoff, "Exploring Options: Where Do I Go from Here?", in which 51 employees participated.

* Implemented the Extra Mile Award and Commitment to Excellence Award approved by the Board of Supervisors.

* Through the Suggestion Committee, recommended to the Board of Supervisors a modification to the Employee Suggestion Award Program to encourage more suggestions from employees.

GOALS AND OBJECTIVES FOR FY94/95

* Continue to provide Diversity Training to County employees with the goal of having provided training to at least 50% of the employees by the end of the fiscal year.

* Provide an additional Career Development/Management workshop for County employees.

* Continue participation in the joint powers agreement with surrounding cities to provide training through the Center for Management Development.

* Continue participation in the Employment Relations Consortium with surrounding cities and counties to provide low cost training to managers and supervisors on employee relations issues.

* Develop and implement a certificate program for supervisory employees identifying a series of workshops which should be taken by each supervisor.

* Improve employee involvement in the workplace and as a member of the County team through more visible recognition and awards programs including:

a. Generate an increased number of employee suggestions through the Employee Suggestion Award Program.

b. Continue to administer the Extra Mile Award and the Commitment to Excellence Award.

c. Develop and implement a service award program to recognize employees based on years of service.

DEPARTMENTAL BUDGET REQUEST

This year's request for training funds represents a continuation of current training programs. Below is the proposed allocation requested for training:

Diversity Training	$15,000
Career Development	13,000
Center for Management Development	10,000
Employment Relations Consortium	3,000
County-wide Training*	13,500
	$54,500

*Includes $3,500 for employee education and training for the Affirmative Action Program which was budgeted in the CAO's budget in previous years.

This year's request for recognition and awards programs represents an effort to continue existing programs which are currently in place including the Employee Suggestion Award Program, Extra Mile Award and the Commitment to Excellence Award. In addition, we have included in this request funding to implement a service awards program. There are two levels at which a service awards program could be funded. At the lower level, employees would receive awards as they complete the specific increment of years of service (such as 10, 15, 20, 25 years, etc.) meaning that all awards will be prospective. This would cost approximately $10,000. In the alternative, we could retroactively recognize employees for the last increment of years of service they had completed. Because this includes a number of employees at once, the start up costs of such a program are higher than they would be in subsequent years (approximately $25,000). The Requested Budget reflects the second alternative.

Employee Suggestion Award Program	$ 1,000
Extra Mile Award	10,000
Commitment to Excellence Award	6,000
Service Award Program	25,000
	$42,000

WORKLOAD INDICATORS

* Trained 191 managers and supervisors on Managing Workforce Diversity.

* Trained 177 County employees on 22 topics through the Center for Management Development.

* Coordinated the attendance of 177 supervisors and managers at training focused on employee and labor relations issues.

* Provided 51 employees facing layoff with training regarding seeking other employment opportunities.

CAO RECOMMENDATION

We concur with the Department's Requested Budget as submitted.

SIGNIFICANT BUDGET CHANGES

None

PENDING ISSUES AND POLICY CONSIDERATIONS

None

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $4,026 from the Fund Balance Incentive Program from FY93/94.

PRODUCTIVITY SYSTEM DEVELOPMENT
BUDGET 1110

Fund: 001
Function: GENERAL
Activity: LEGIS & ADMIN

MICHAEL D. JOHNSON
County Administrator

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$227	$0	$0	$0	$0
SERVICES AND SUPPLIES	0	0	0	0	0
TOTAL APPROPRIATIONS	$227	$0	$0	$0	$0
NET COUNTY COST	$227	$0	$0	$0	$0
POSITIONS	0	0	0	0	0

CAO RECOMMENDATION

This budget reflects actual fiscal activity of FY92/93.

ASSESSOR/RECORDER
BUDGET 1150

Fund: 001 GENERAL
Function: GENERAL
Activity: FINANCE

ROBERT BLESCHSCHMIDT
Assessor/Recorder

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$1,796,996	$1,704,756	$1,784,707	$1,769,707	$1,778,492
SERVICES AND SUPPLIES	347,118	432,791	450,737	437,004	438,099
OTHER CHARGES	0	127,925	174,736	174,736	174,736
F/A EQUIPMENT	19,635	0	125,937	69,000	69,000
OTHER FINANCING USES	0	0	0	0	0
INTRA-FUND TRANSFERS	0	0	0	(115,000)	(115,000)
TOTAL APPROPRIATIONS	**$2,163,749**	**$2,265,472**	**$2,536,117**	**$2,335,447**	**$2,345,327**
REVENUE					
TAXES	$0	($785)	$0	$0	$0
INTERGOVERNMENTAL REV STATE	0	0	0	0	0
CHARGES FOR SERVICES	153,093	211,483	240,715	240,715	249,500
MISC REVENUE	19,884	94	0	0	0
OTHER FINANCING SOURCES	0	10,450	0	0	0
TOTAL REVENUE	**$172,977**	**$221,242**	**$240,715**	**$240,715**	**$249,500**
NET COUNTY COST	**$1,990,772**	**$2,044,230**	**$2,295,402**	**$2,094,732**	**$2,095,827**
POSITIONS	**41**	**37**	**38**	**37**	**37**

MISSION STATEMENT

The Assessor's Office is charged with determining the value of real estate, business, personal and possessory property interests located within the County. The Real Property Appraisal, Business Property Appraisal, Map Drafting and Clerical Operations units support assessment programs.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Two public counters in the valuation units were merged into one to reduce trips taxpayers have to make from office to office to get the help they need.

* Made property characteristics available on computer. Property characteristics include building size, number and type of rooms and special amenities or improvements. Eventually the Property Characteristics system will include commercial and industrial properties as well.

* Computer Aided Drafting (CAD) is using electronic drafting to speed up map creation, increase accuracy and decrease staff's workload. Many Counties in the State have expressed interest in the CAD system from Solano County.

GOALS AND OBJECTIVES FOR FY94/95

* Plan to promote 24 hour information availability by installation of a sophisticated electronic phone service. The first phase will offer around the clock information regarding recording and assessment programs and procedures. Subsequent phases will provide for interactive retrieval of parcel specific information.

* Implement a filing system conversion to improve efficiency and space savings. A centralized filing system staff would provide faster service, fewer escaped assessments and more production time for staff through less file searching.

* Change paper maps to electronic medium by purchasing optical imaging equipment to capture the map images. Re-mapping can then be accomplished faster by vectorizing the raster images.

WORKLOAD INDICATORS

Table Data: Workload Indicators: Assessor Division

Assessment Data	**Note/ Year**	**1992/93**	**1993/94**
Change in Ownerships	Changes requiring appraiser review	7,715	10,500
Prop 8 Value Reviews	approximation	4,000	10,000
Formal Appeals		357	854
Maps: Subs & Parcels		38	44
Remapping	in book pages	3	80

The recession has reduced the number of change in ownerships that trigger reassessment. However, it has resulted in double the number of informal valuation reviews (Prop 8's) and formal appeals that have been filed. The Workload Indicator table illustrates workload changes in the Assessment Division of the Assessor's Office.

An unexpected workload impact has occurred within the last two months from thousands of calls received from taxpayers concerned whether or not they are receiving a homeowner's exemption (HOE). This activity is the result of a simple, but misleading, marketing letter sent by a private company to Solano County homeowners. The letter asks for $35.00 to file a claim even though the HOE is a free service available to all eligible homeowners direct from the department.

DEPARTMENTAL BUDGET REQUEST

The Assessor's Requested Budget reflects a Net County Cost increase of $245,182 or 12% when compared with the FY93/94 Final Budget. It includes requests to purchase a filing system, optical imaging equipment for the drafting unit and upgrade personal computer network for a total amount of $125,937.

The Drafting Unit budget request is approximately $2,200 higher than last year. This increase primarily relates to upgrading the AutoCad software that is used by the drafting technicians. The unit is producing more with electronic drafting and two less staff members than it did two years ago - before the electronic drafting tools were purchased. Upgrading software tools is much cheaper than hiring more people. The projected revenue increase relates to projections of electronic sales of Property Characteristic Data. The Department expects to receive $70,000 the first year from data sales.

CAO RECOMMENDATION

The CAO's Proposed Budget reflects an increase of $110,415 or 5% in expenditures and $65,903 or 37.6% in revenues. As the result, the Net County Cost for the Proposed Budget is increased from $2,050,220 to $2,094,732 or 2%, when compared to the FY93/94 Final Budget.

Regular Salary is up to offset no extra help funding because the Department plans to fill vacant positions instead of using extra help. Other increases are: data processing costs, $61,250; A-87, $46,811; and fixed assets, $69,000.

There is a $115,000 in Intra Fund Transfer from the Recorder's budget to offset for $25,000 in fixed assets to purchase upgraded computers and Optical Imaging equipment for the Drafting Unit, which will be part of the Recording Division, $30,000 for SCIPS and the balance to cover the Departmental administrative costs.

Revenue increase is due to the new electronic sales of Property Characteristic data, estimated at $70,000 for the first year of the program.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATION

The Department also requested to delete one Document Clerk position and add one Senior Document Clerk position. We recommend that the Human Resources Department review the clerical operation of the Assessor's office. Pending the outcome of that review, we will report to the Board for your

consideration at a later date.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $1,095 from the Fund Balance Incentive Program and the following changes:

* Decreases Taxes-Automation-Micrograph revenue by $8,000 due to a delay in sales.

* Increase Accrued Leave Payoff expense by $8,785 due to a September retirement.

* Increase SB813 Collection Fee revenues by $16,785.

AUDITOR-CONTROLLER
BUDGET 1200

Fund: 001 GENERAL
Function: GENERAL
Activity: FINANCE

WILLIAM ELDRIDGE
Auditor-Controller

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$1,221,043	$1,176,000	$1,248,118	$1,237,618	$1,237,618
SERVICES AND SUPPLIES	211,738	781,842	883,061	859,361	859,361
OTHER CHARGES	0	0	0	0	0
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	5,703	10,153	24,292	18,648	28,153
INTRA-FUND TRANSFERS	0	0	0	0	0
TOTAL APPROPRIATIONS	**$1,438,484**	**$1,967,995**	**$2,155,471**	**$2,115,627**	**$2,125,132**
REVENUE					
TAXES	$0	($128)	$0	$0	$0
FINES,FORFEITURES AND PENALTY	2,068	0	0	0	0
REVENUE FROM USE OF MONEY/PROP	5	0	0	0	0
INTERGOVERNMENTAL REV STATE	109,694	8,845	1,179	1,179	1,179
CHARGES FOR SERVICES	578,095	1,774,272	2,169,145	2,169,145	2,169,145
MISC REVENUE	49	1,347	1,000	1,000	1,000
OTHER FINANCING SOURCES	0	27,000	0	0	0
TOTAL REVENUE	**$689,911**	**$1,811,336**	**$2,171,324**	**$2,171,324**	**$2,171,324**
NET COUNTY COST	**$748,573**	**$156,659**	**($15,853)**	**($55,697)**	**($46,192)**
POSITIONS	**25**	**23.5**	**23.5**	**23.5**	**26**

MISSION STATEMENT

The Auditor Controller's Office exercises general supervision of the financial information and accounts of all departments, districts, and institutions under the control of the Board of Supervisors. The Auditor-Controller's Office manages the countywide Financial Information System, prescribes the accounting forms and systems, monitors budgetary and fiscal activities, performs audits, establishes accounting policies, apportions property taxes, compiles the Final Budget, and provides financial reporting in accordance with County policies, State and Federal laws, and AICPA guidelines.

Our emphasis is to work closely with the Board of Supervisors, the County Administrator's Office and departments to ensure the fiscal activities of the County are conducted in an effective and efficient manner. In addition, we will continue to pursue automated solutions to resolve accounting issues and provide recommendations for improvement.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Assisted with the implementation of Proposition 172 to establish a separate fund for Public Safety departments. In addition, separate funds were created for Health and Social Services and Trial Court Funding to more accurately account for Net County Costs and the use of restricted funds.

* Implemented the Property Tax Shift legislation in the property tax apportionment system.

* Worked with the CAO to identify the roles and responsibilities of the CAO, the Auditor-Controller and County departments.

* Assisted in the budget preparation planning, training, procedures and enhancements to the Final Budget document format.

* Developed a comprehensive fiscal audit manual.

* Increased the resources allocated to performance audits.

* Worked with the CAO and County departments to update and revise the Fixed Assets policy and procedures.

* Coordinated the implementation of the online budget checking features in the Financial Information System.

* Worked with consultants and the CAO to maximize the claimable costs for Countywide overhead (A-87) for the 1994-95 fiscal year.

* Streamlined the accounting and reporting for Trial Court Funding for all Courts and Probation.

GOALS AND OBJECTIVES FOR FY94/95

* Develop a long range strategy and tactical plan for automation in our office.

* Install a Local Area Network to improve the efficiency and effectiveness of our staff, standardize software, and enhance the distribution of information throughout other administrative workgroups (i.e., CAO, County Counsel and Human Resources).

* Upgrade the telephone communications in our office by implementing call routing and voice mail.

* Reorganize the duties and responsibilities within the Office to maximize the use of resources, advance automation, improve processing and minimize risk of audit exceptions.

* Work with SCIPS (Solano County Integrated Property System) to further automate the property tax apportionment process.

* Work with the General Services Department and other County departments to implement the online requisitioning module in the Financial Information System.

* Develop a Countywide Internal Control Standards Program.

* Expand operational auditing to ensure programs and services are cost effective and meeting the needs of the customers.

* Establish a countywide training program on internal controls, fund reconciliations, chart of accounts, the management of fixed assets and other fiscal areas of risk.

* Contribute to the expansion and development of the County Administrative Manual.

* Coordinate the implementation of the new Payroll System.

* Assist the CAO in exploring potential reorganizations, reductions, and consolidations to provide optimum service delivery.

WORKLOAD INDICATORS

Performance indicators include the accuracy and timeliness of vendor payments, payroll, property tax apportionments, and meeting reporting deadlines. Other indicators include the unqualified opinions by the countywide audit external auditors, good financial ratings, and the accurate compilation of the County Budget Document.

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget represents overall increases of $215,217 or 11% in expenditures and $441,960 or 25.5% in revenues. The major increases are one time costs associated with software, communication upgrades, and computer equipment. Other increases are due to cost shifts from the General Fund Expenditure budget in the amount of $37,450. The remainder is due to payroll increases in extra help and net changes in various services and supplies line items.

SALARY AND WAGES:

The Department's Budget represents a status quo on regular full time positions at 23.5. However, prior to the Final Budget hearings, the Auditor-Controller will be submitting a proposed reorganization plan to the County Administrative Office streamlining the Department and resulting in salary savings.

Included in this Requested Budget is an extra help fiscal clerk for payroll support during the installation of the new payroll system, $15,000.

The line item for compensation insurance increased by $25,479 due to continuing carpal tunnel syndrome and back problems of staff.

SERVICES AND SUPPLIES

Communications Adds, Moves, and Changes and Telephone Services has added $22,600 to the Requested Budget for an upgrade of the telephone system which includes voice mail and call forwarding. $13,000 is one time set up costs. $9,600 are annual charges for the service.

Accounting and Financial Services has increased by $37,450. Services for the preparation of the Countywide Cost Allocation Plan, the Property Tax Administration Fee charges, and State Mandated Cost claims are now included in the Auditor-Controller's budget. In the past these expenditures were part of the General Fund Expenditures budget, Department 1903.

Data Processing Services increased by $24,000. This covers the payment for the new payroll system software and the annual maintenance fee for the software. The maintenance charges for the current software will be dropped in the FY95/96 Budget.

Software Licenses in the amount of $17,869 are needed to operate the Local Area Network (LAN) being installed in the office. This LAN will eventually be tied to the CAO, Human Resources, BRC, County Counsel, and the County Treasurer. It will be used to standardize software (spreadsheets, word processing, and graphics), for data sharing, document preparation, and electronic transfer and storage of data.

The charges from the Solano County Integrated Property System (SCIPS) reflect an increase of $40,000 for the property tax system upgrade project.

DATA PROCESSING EQUIPMENT

Computer Equipment requested includes the hardware needed to install the LAN and a laptop computer for the Audit Staff. The estimated amount needed is $24,292.

The revenue shows a significant increase of $441,960 or 25.5%, primarily due to the A87 overhead charges to other departments.

CAO RECOMMENDATION

We concur with the Department's Requested Budget with the following changes: The Proposed Budget reflects an increase of $175,373 or 9% in expenditures and $441,960 or 25% in revenues. We reduced extra help by $10,000, (the Department can absorb the extra help costs for payroll support by salary savings), computer equipment by $5,644 and communication upgrades by $22,600. It is recommended that the Auditor's office work with General Services regarding their communication upgrades to ensure the system be compatible with other County departments.

The Proposed Budget includes a Net County Cost of ($55,697) which is (74%) less when compared to the FY93/94 Final Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

As indicated in the Departmental Requested Budget narrative, the Auditor desires to reorganize his Department. Staff plans to bring our recommendations to the Board during Final Budget Hearings for your considerations.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendations.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $9,505 from the Fund Balance Incentive Program. The Board also approved the reorganization plan for the Auditor/Controller's office. This includes elimination of the Chief of Audits position and the addition of a Senior Auditor, 2 Accountants, and an increase of a .5 FTE Fiscal Clerk to a 1.0 FTE Fiscal Clerk. One of the Accountants will handle the preparation of the cost allocation plans and other work currently contracted out to David M. Griffith & Associates.

Classification studies will be performed to determine an appropriate salary for the scope of duties and responsibilities of the Accounting Systems Manager position and an existing Accountant position in the Systems/Accounting Division.

These studies will result in specific recommendations and possibly change the Department's budget. We plan to report back to the Board at a later date.

TAX COLLECTOR/COUNTY CLERK
BUDGET 1310

Fund: 001 GENERAL
Function: GENERAL
Activity: FINANCE

VIRGINIA RYAN
Tax Collector/County Clerk

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$595,190	$558,921	$577,490	$577,490	$577,490
SERVICES AND SUPPLIES	196,760	168,711	197,484	197,484	197,484
OTHER CHARGES	0	66,242	3,604	3,604	3,604
F/A EQUIPMENT	0	4,274	2,200	2,200	12,951
INTRA-FUND TRANSFERS	0	0	0	0	0
TOTAL APPROPRIATIONS	**$791,950**	**$798,148**	**$780,778**	**$780,778**	**$791,529**
REVENUE					
TAXES	$0	($201)	$60,000	$60,000	$60,000
LICENSES,PERMITS AND FRANCHISE	36,305	34,064	35,000	35,000	35,000
FINES,FORFEITURES AND PENALTY	0	0	0	0	0
INTERGOVERNMENTAL REV STATE	0	5,600	0	0	0
CHARGES FOR SERVICES	109,079	142,673	1,713,700	123,500	123,500
MISC REVENUE	16,783	14,987	1,000	1,000	1,000
OTHER FINANCING SOURCES	0	17,075	0	0	0
TOTAL REVENUE	**$162,167**	**$214,198**	**$1,809,700**	**$219,500**	**$219,500**
NET COUNTY COST	**$629,783**	**$583,950**	**($1,028,922)**	**$561,278**	**$572,029**
POSITIONS	**15**	**13**	**13**	**13**	**13**

MISSION STATEMENT

The Tax Collector/County Clerk is responsible for the collection of all secured and unsecured property taxes, race horse taxes, business license fees, marriage license fees, fictitious business name fees and other miscellaneous County Clerk fees.

The Department is responsible for maintaining and reconciling accounts of collections for all property taxes, redemption of tax delinquent property and auction sales of tax-defaulted property.

The Department is also responsible for the processing of mobile home tax clearances, certificates of liens, summary judgments, subdivision/parcel maps, publications, and bankruptcies. The department also issues marriage licenses, performs marriage ceremonies, processes notary filings, and fictitious business name statements.

MAJOR ACCOMPLISHMENTS IN FY93/94

* In the recent past the Tax Collector/County Clerk's office processed and deposited tax payments daily, but in 1993/94 we streamlined the processing of our mail to enable us to deposit payments daily before 3:00 p.m. This two hour lead allows the County to make bank deposits that same day and earn higher interest.

* We reorganized our Department and were able to delete two vacant positions (Clerical Supervisor and Cashier) and still operate the department efficiently.

* SCIPS completed our new redemption report system and our unsecured system will be completed by June 30, 1994.

* A proposal for a State-financed data processing system to improve processing of county clerk forms and reports was submitted and subsequently approved. This system will result in cost and time savings and represents another step in our continuing efforts to improve operations.

GOALS AND OBJECTIVES FOR FY94/95

* Continue to open, process and deposit tax payments daily to maximize interest earnings and provide accurate and up-to-date information to taxpayers, title companies, mortgage companies and other tax servicing agencies.

* Continue to actively collect unsecured delinquent accounts by filing liens and judgments immediately after delinquency date.

* Reduce congestion in our hall by streamlining the processing of County Clerk documents and allowing taxpayers easier access to payment windows.

* Automate business licenses.

WORKLOAD INDICATORS

The Tax Collector/County clerk mails approximately 145,000 tax bills, processes 250,000 payments and collects over $235 million annually. The Department will also process over 14,000 documents as County Clerk and perform over 200 marriage ceremonies.

With the requested level of funding, we will continue to provide services to the taxpayers, process all county clerk documents timely and deposit all tax collections on a daily basis. Our daily processing and depositing of tax payments insures that the county receives maximum interest revenue.

Over the last ten years, our tax charges have increased 158%. In January, 1991, the County Clerk responsibilities were combined with the Tax office. We now have only two more employees than we had ten years ago.

DEPARTMENTAL BUDGET REQUEST

The State has increased their fees for marriage licenses from $19 to $23 per license. However, the decrease in marriages in the County has created a drastic reduction in our Marriage Licenses revenue.

Chapter 523 (SB 1683), Cost for Preparing the Delinquent List, directs that $10 cost collected on each parcel (delinquent after April 10 each year) shall be allocated for operating costs in the Tax Collector's office. This created an increase in the revenue line item for penalty and costs by $60,000.

We are requesting one fixed asset, a mail opener. We open over 400,000 pieces of mail annually and need a heavy duty mail opener that can handle this volume quickly.

CAO RECOMMENDATION

We concur with the Department's Requested Budget with one exception. The Department requested that the Business License Tax- Disposal Fees be recognized in the Tax Collector's budget. We do not agree with this request. The Tax Collector collects disposal fees as well as other County-wide property taxes. The disposal fees are not generated by and collected for the Tax Collector's Department. It is a Countywide tax and its revenue is classified as County discretionary revenue to finance County services. The Tax Collector's is only one of these services. Therefore, the Business License Tax (Disposal Fees) is now included in the General Revenue Proposed Budget for FY94/95.

The Proposed Budget reflects a decrease of ($40,075) or (5%) in expenditures and an increase of $47,750 or 28% in revenue. The major change in expenditures is a large reduction from $65,943 to $3,604 in A-87 costs. The fixed asset to purchase a mail opener of $2,200 is recommended at this time.

In previous years, the Penalty and Costs revenue was included in the General Revenue budget. SB 1683, Chapter 523, Cost for Preparing the Delinquent List allows the County to distribute the $10 cost collected on each delinquent parcel to the Tax Collector's budget. It is estimated that there will be $60,000 of penalty and costs in FY94/95 which will result in an increase in revenue for the Tax Collector's budget.

SIGNIFICANT BUDGET CHANGES

There are no significant budget changes.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues and policy considerations at this time.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $10,751 of the Fund Balance Incentive Program from FY93/94.

TREASURER
BUDGET 1350

Fund: 001 GENERAL
Function: GENERAL
Activity: FINANCE

BOBBY STOW
Treasurer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$202,491	$211,922	$203,437	$203,437	$203,437
SERVICES AND SUPPLIES	136,966	106,346	137,173	137,173	144,735
OTHER CHARGES	0	24,817	37,679	37,679	37,679
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	0	0	10,145	10,145	10,145
TOTAL APPROPRIATIONS	**$339,457**	**$343,085**	**$388,434**	**$388,434**	**$395,996**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$0	$0	$0	$0	$0
CHARGES FOR SERVICES	362,367	379,844	405,434	405,434	405,434
MISC REVENUE	2,674	2,166	0	0	0
OTHER FINANCING SOURCES	0	21,919	0	0	0
TOTAL REVENUE	**$365,041**	**$403,929**	**$405,434**	**$405,434**	**$405,434**
NET COUNTY COST	**($25,584)**	**($60,844)**	**($17,000)**	**($17,000)**	**($9,438)**
POSITIONS	**4**	**4**	**4**	**4**	**4**

MISSION STATEMENT

The mission of the County Treasurer's office consists of four main areas:

* Receipt, record and account for all monies paid to the County by check, cash, direct bank deposit and electronic funds wire transfer.

* Payment, reconciliation and storage of all County warrants to include maintaining an on line computer system to track warrants from the time of issue to final disposition.

* Coordinate County agencies in the issuance of County securities to include bonds, notes, TRANS, attaining the financial rating for the County from Moodys and Standard & Poors, and insuring the timely payment of Bond interest and coupon payments for all County securities.

* Maintain a portfolio of investments consisting of idle County funds. Manage said portfolio in accordance with the law in a constantly changing market in order to safeguard the funds and maximize the rate of return to contribute to the County General Fund and other agencies that use the County Treasurer as a depository.

MAJOR ACCOMPLISHMENTS IN FY93/94

* One of the first counties in the State to issue taxable TRANS which generated significant additional funds for the County.

* Sustained a 50% turnover in staff including the Assistant with no loss in efficiency or performance.

* Earned over 7% on combined investments for the year in a declining market.

* Implemented an on-line system to pay payroll taxes to the State and Federal governments.

* Procedures for the Treasurer's office were independently audited with no discrepancies noted.

GOALS AND OBJECTIVES FOR FY94/95

* Upgrade the County's long term financial rating from Baa1 to at least A which will enable the County to save significant money on future borrowing. One primary concern to achieving this goal is the County's willingness to maintain a reserve.

* Automate several functions in the Office currently overwhelmed by manual system to include: quarterly interest apportionment and journal entry; maintaining County bond amortization and repayment schedules; automating bank reconciliations; documenting, updating and tracking investment portfolios; negotiating and securing the Annual Tax Anticipation Notes, facilitating and standardizing the transfer of information to the Auditor and CAO.

* Participate in job related continuing education programs on changing legislation in order to maintain efficiency and keep up with continuing developments in the investment community.

WORKLOAD INDICATORS

Most of the work performed by the County Treasurer's Office is not easily quantifiable in terms of units of work performed or services provided. There are several performance goals that can be achieved through the requested level of funding. The Department continues to:

* Manage a $216,000,000 portfolio of nearly 100 investments at several firms.

* Pay over 360,000 warrants a year.

* Prepare periodic reports providing up to date information on the current state of the Treasury.

* Receive monies and balance the Treasury daily.

* Track and anticipate daily cash flows for the County and invest idle funds.

* Manage and balance three substantial bank accounts monthly.

DEPARTMENTAL BUDGET REQUEST

Funding levels for FY94/95 are up a modest $22,307 or 6% from the Final 1993-94 budget. Line item expenditures remain relatively stable with the following exceptions:

* The Department does not request extra help due to the completion of staff recruitment. Staff turn over in FY93/94 was 50%.

* Request to upgrade computer equipment in the amount of $10,145 in order to provide the Treasurer capability to automate several functions currently performed manually. The new computer will process the Quarterly Interest Apportionment and create the journal entries, record and maintain County Bond amortization and repayment schedules, reconcile the daily bank reconciliations, document and record investment portfolio, and record wire transfers.

CAO RECOMMENDATION

The Proposed Budget reflects an increase of $22,307 or 6% in expenditures and $25,590 or 6.7% in revenues. The Department continues to balance its Budget with excess revenues over expenditures in the amount of $17,000 in Net County Cost.

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues or policy considerations regarding this Department at this time.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $7,562 of the Fund Balance Incentive Program from FY93/94.

COUNTY COUNSEL
BUDGET 1400

Fund: 001 GENERAL
Function: GENERAL
Activity: COUNSEL

THOMAS GORDINIER
County Counsel

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$962,915	$1,011,423	$1,059,803	$1,059,803	$1,059,803
SERVICES AND SUPPLIES	52,280	53,334	75,375	75,375	77,250
OTHER CHARGES	682	0	0	0	0
F/A EQUIPMENT	0	2,125	57,163	39,069	39,069
INTRA-FUND TRANSFERS	0	0	0	0	0
TOTAL APPROPRIATIONS	**$1,015,877**	**$1,066,882**	**$1,192,341**	**$1,174,247**	**$1,176,122**
REVENUE					
TAXES	$0	$0	$0	$0	$0
CHARGES FOR SERVICES	174,819	882,296	963,443	973,443	973,443
MISC REVENUE	5	0	0	0	0
TOTAL REVENUE	**$174,824**	**$882,296**	**$963,443**	**$973,443**	**$973,443**
NET COUNTY COST	**$841,053**	**$184,586**	**$228,898**	**$200,804**	**$202,679**
POSITIONS	**15**	**15**	**15**	**15**	**15**

MISSION STATEMENT

The County Counsel's Office provides civil legal support for the Board of Supervisors, all County departments and most Special Districts and Agencies within the County. This legal support service consists of document drafting and review, telephonic and written opinion responses and litigation services. Included within the litigation service is the Children's Protective Services (CPS) function. During the past three to four years this office has assumed a much greater percentage of litigation support for the Risk Manager, by way of tort (liability) defense work. This has resulted in a significant reduction of outside counsel costs to the County.

MAJOR ACCOMPLISHMENTS IN FY93/94

Our major accomplishments during the past year have been in two areas. We have significantly reduced Net County Costs for the support of our Department, by increasing revenue, and we have improved client relations, in furtherance of two of our goals.

A review of the historical revenue earnings for this Office reveals that our revenue (excluding A-87 revenue) has increased by 300% in the past fiscal year. This has resulted in a corresponding reduction in Net County Cost at a time when the resources of the County General Fund are severely limited.

We have also reorganized our internal assignments to provide more timely response to our various clients, and have instituted regular contact with our larger clients in an attempt to become more proactive in dealing with issues, and resolving them before they become problems.

GOALS AND OBJECTIVES FOR FY94/95

Our goals are to provide, on a timely basis, accurate and innovative legal services for all of the various and diverse clients. Our goals are as follows:

* Lessen litigation through preventive legal tactics.
* Improve relations with clients by increased contact.
* Improve response time to client's requests.
* Acquire and retain quality personnel.
* Provide staff training to facilitate flexibility.
* Enhance office automation capability.
* Control office expenditures.
* Reduce Net County costs through increased revenues

DEPARTMENTAL BUDGET REQUEST

The Requested Budget includes the continued funding for the Department at the current staffing level with the same degree of support in services and supplies. The Department has 10 attorneys, 1 paralegal, and 4 secretaries. The only staffing change of significance is the authorization to replace, on a trial basis, one legal secretary, who will retire in June, with a Client Services Specialist. This will result in a small salary savings which will be offset by staff step increases. The major reason for the increase in salary and benefits in the Requested Budget is the $35,000 to pay off leave balances for a retirement.

The Requested Budget also includes $57,163 in fixed assets to upgrade 16 microcomputers and to install Local Area Network (LAN). This LAN will eventually be tied to CAO, Human Resources, Auditor Controller's office.

Estimated revenue also includes $10,000 for legal services reimbursed by the Fairfield and Suisun School Districts, which previously had in-house counsel. The District will begin to use County Counsel office for the majority of their legal services. The Department does not request additional staff until the actual demand for services is determined.

All major assignments of the County Counsel's office, if established by the Board, are mandated, with the exception of tort litigation defense. This task may be done either by this office, or by outside counsel. It has been the policy of the Board during the past five years that more litigation be brought in house to reduce the per hour costs. The rate for this office, including overhead, is $73.00 per hour. This compares to a minimum of $125.00 or higher per hour for outside counsel.

WORKLOAD INDICATORS

The workload is increasing in all areas, with the exception of Child Protective Services. The primary reason for the increase in other areas is that both society and other governmental agencies are becoming more litigious as resources diminish. This requires significantly more time for litigation defense, and also increases the opinion requests we are receiving, as clients become more proactive.

The six Unified School Districts (all but Rio Vista, which is a multi-county District and receives legal advice from San Joaquin County) and the County Superintendent of Schools office have recently elected to begin utilization of the County Counsel for the majority of their legal services. Some of the Districts have already been requesting legal advice informally. The major change will be that the Fairfield-Suisun district, which previously had in-house counsel, will begin to use the County Counsel's office. At this time, neither the actual demand nor reimbursement for services can be determined.

CPS is filing fewer new cases, as they are becoming involved only in those cases that are more serious. This is resulting in fewer cases for our Department to handle, but those cases in the system are more serious in nature, and take more time for preparation, and in court. These factors have balanced out so far, but we are watching this as a potentially volatile area for staffing issues.

The litigation initiated by the inmates in the County jail is again on the increase. We are attempting to be more proactive in resolving issues before litigation results.

CAO RECOMMENDATION

We concur with the Department's Requested Budget with the exception that 8 instead of 16 microcomputers will be upgraded. In order for the Department to stay within the Net County Cost target, the requested fixed asset of $57,163 is reduced to $39,069. This is considered as Phase I to upgrade the Department's automation. If funding becomes available in FY 95/96, we can complete the project. There will not be any significant compatibility problems in the meantime.

SIGNIFICANT BUDGET CHANGES

There are no significant budget changes regarding this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues and policy considerations regarding this budget.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the County Administrator's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $1,875 of the Fund Balance Incentive Program from FY93/94.

HUMAN RESOURCES
BUDGET 1500

Fund: 001 GENERAL
Function: GENERAL
Activity: PERSONNEL

SUSAN HARRINGTON
Director of Human Resources

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$637,112	$640,178	$738,611	$738,611	$738,611
SERVICES AND SUPPLIES	143,132	255,653	246,128	246,128	248,200
OTHER CHARGES	0	0	0	0	0
F/A EQUIPMENT	0	0	5,750	5,750	15,750
OTHER FINANCING USES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$780,244**	**$895,831**	**$990,489**	**$990,489**	**$1,002,561**
REVENUE					
INTERGOVERNMENTAL REV STATE	$0	$0	$0	$0	$0
CHARGES FOR SERVICES	160,164	844,978	858,138	858,138	912,071
MISC REVENUE	19	0	0	0	0
OTHER FINANCING SOURCES	0	0	53,933	53,933	0
TOTAL REVENUE	**$160,183**	**$844,978**	**$912,071**	**$912,071**	**$912,071**
NET COUNTY COST	**$620,061**	**$50,853**	**$78,418**	**$78,418**	**$90,490**
***POSITIONS**	**13**	**14**	**14**	**14**	**14**
Admin Intern assigned to HR	**1**	**1**	**0**	**0**	**0**

*Positions do not include Admin Intern, but do reflect 1 Limited Term position (7/30/93) approved by the Board of Supervisors at the end of FY92/93.

MISSION STATEMENT

The primary mission of the Personnel Division of the Human Resources Department is to provide County departments with well qualified employees and sound policies, procedures and systems which promote a positive and productive work environment. Our goal is to provide all of our clients and customers with timely service, accurate and reliable information and implement and maintain fair and consistent policies and procedures.

This is accomplished through the development of strategies in cooperation with County departments to ensure the recruitment and selection of a skilled, well-qualified workforce in a timely manner; through the on-going review of the classification and compensation plan to accurately describe the roles and responsibilities of individual or groups of employees and that compensation is consistent with the direction provided by the Board of Supervisors; through the negotiation of Memoranda of Understanding with represented employees to provide fair and equitable wages and working conditions while representing the interests of the County and working with departments, employees and employee organizations in the resolution of grievances; through the administration of employee development and recognition programs to enhance the skills of County employees and to acknowledge the accomplishments of County employees.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Implementation of the Human Resources Information Management System (HRIS).

* Successful negotiation of two memoranda of understanding and numerous policy issues.

* Completion of 44 pending classification study requests in preparation for a new window period and development of 14 new classification specifications.

* Administered layoff procedures for 66 employees who were affected due to budget reductions.

* Administered the recruitment and testing process facilitating the hiring of 172 new regular employees (a 41% increase over the previous year) and 170 extra help employees (a 26% increase over the previous year).

* Developed a process for review and study of requests for departmental reorganization and classification studies which was adopted by the Board of Supervisors.

* Developed a Voluntary Time Off Program providing an alternative to budget reductions and saving approximately $35,000 in employee salaries.

* Developed a policy for the use of Volunteers within County Departments.

GOALS AND OBJECTIVES FOR FY94/95

* Fully implement HRIS improving our processing of personnel action forms and providing useful management information to County departments.

* Convert the existing system used to track and certify candidates for selected clerical classifications to the SIGMA applicant tracking system providing a better quality of applicants to departments and reducing the workload of Human Resources staff.

* Review, evaluate and streamline the recruitment process to provide qualified applicants on a more timely basis and keep the affected departments updated on the process.

* Review, update and revise the Civil Service Rules which have not been modified since the 1970's.

* Continue to review, evaluate and modify departmental policies and procedures to improve our ability to "do more with less" and to provide a quality service on a timely basis.

WORKLOAD INDICATORS

* Initiated 87 recruitments and completed 229 certifications to departments in response to personnel requisitions.

* Processed 4,920 applications for open positions.

* Conducted 21 written tests, 1 performance test, 13 application screenings, 41 application appraisals, 20 oral panel interviews, 99 bilingual skills tests.

* Completed 58 classification studies and as a part of that group developed 14 new classification specifications.

* Completed contract negotiations with 2 employee organizations and commenced contract negotiations with 5 others.

DEPARTMENTAL BUDGET REQUEST

The FY94/95 Budget Request for the Personnel Division of the Human Resources continues existing programs in most areas. Several requests in this budget reflect efforts to improve the timeliness of our services. The addition of one Personnel Analyst is reflected in this budget which will be funded by the Health and Social Services Department. This position will be instrumental in responding to the needs of the Health and Social Services Department as it continues to evolve and requires classification studies and on-going recruitments. The current staffing level of this division does not allow an Analyst to devote full time to the needs of the Health and Social Services Department.

This year's Budget Request also reflects the increased use of technology to avoid the immediate addition of regular full-time staff. We have added voice mail so that personal messages can by left by the caller rather than written messages being transmitted through support staff, saving time for all involved in the call. In addition we are requesting a more sophisticated optical scanner so that we can begin scanning applicant information into the applicant tracking system rather than manually entering it, saving almost five minutes per application.

Solano County's Civil Service Rules last received a thorough review and update in the 1970's. This budget year we are proposing to contract with a consultant to review our rules and make recommendations to contemporize them to meet the needs of today's organization.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

The addition of an analyst position, approved during FY94/95, as outlined above.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $12,072 of the Fund Balance Incentive Program from FY93/94.

REGISTRAR OF VOTERS
BUDGET 1550

Fund: 001 GENERAL
Function: GENERAL
Activity: ELECTIONS

PAT KEMPER
Registrar of Voters

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$370,058	$303,396	$293,099	$293,099	$293,099
SERVICES AND SUPPLIES	669,791	763,957	552,370	552,370	552,370
OTHER CHARGES	0	34,114	81,946	81,946	81,946
F/A EQUIPMENT	0	7,089	0	0	26,512
TOTAL APPROPRIATIONS	**$1,039,849**	**$1,108,556**	**$927,415**	**$927,415**	**$953,927**
REVENUE					
FINES,FORFEITURES AND PENALTY	$0	$0	$0	$0	$0
INTERGOVERNMENTAL REV STATE	20,416	29,808	10,000	12,000	12,000
CHARGES FOR SERVICES	56,225	390,694	18,375	18,375	18,375
MISC REVENUE	0	20	0	0	0
OTHER FINANCING SOURCES	0	7,621	0	0	0
TOTAL REVENUE	**$76,641**	**$428,143**	**$28,375**	**$30,375**	**$30,375**
NET COUNTY COST	**$963,208**	**$680,413**	**$899,040**	**$897,040**	**$923,552**
POSITIONS	**7**	**7**	**7**	**7**	**7**

MISSION STATEMENT

The Registrar of Voters Office is responsible for the conduct of all elections in Solano County (Federal, State, County, city, school and special district). The Department handles all election related processes, including publication of legal notices, issuance of nomination documents, preparation of campaign informational material, filing of campaign statements, procurement and staffing of polls, preparation and mailing of sample ballots, preparation and distribution of official ballots and the tabulation of votes cast.

In addition to the conduct of elections, the Department also maintains the voter registration file, processes conflict of interest and campaign statement filings, files and verifies petitions (initiative, referendum, recall and formation and annexation petitions), maintains precinct maps, issues certificates of registration and generally provides information on election related matters.

MAJOR ACCOMPLISHMENTS IN FY93/94

Sample ballots previously have been labeled in-house. This year, we sent them to an outside vendor for labeling with a cost savings in staff time of $8,000.

The office was computerized with a new voter registration system, thereby enabling our office to run smoothly, more efficiently, and reducing our overtime hours drastically.

GOALS AND OBJECTIVES FOR FY94/95

Increase customer accessibility to our public records. Currently access to the records is by printout or viewing the original card. The public will ultimately be able to use a computer set up at the front counter to access voter records.

WORKLOAD INDICATORS

The new "motor voter" bill will drastically affect the workload of the Election Department. Residents will now be registering to vote at DMV, all social service agencies and offices which provide services to persons with disabilities.

DEPARTMENTAL BUDGET REQUEST

In FY94/95, we have one scheduled election November 8, 1994, with minimal anticipated filing fees. As a result, the Requested Budget is $158,693 or 15% lower than the approved Final Budget for FY93/94.

The County Administrator's Office has asked us to keep our Net County Cost equivalent to our FY93/94 budget. This involves cutting $91,000 from our 1994/95 Projected Budget, to bring it comparable to last year.

The A-87 overhead costs increased by $47,916 and the central data processing charges increased by $28,948. These two items total $76,864 more than the FY93/94 budgeted amounts.

The Requested Budget revenue for FY94/95 differs substantially from FY93/94 actual budget due to the candidate filings for the June, 1994 Primary. The fees from candidate statements and filing fees increase depending on the number of candidates that file for an election. The 1994 Primary had a much larger turnout of candidates than anticipated.

CAO RECOMMENDATION

As indicated in the Departmental Budget Request section, the Department reduced the Requested Budget expenditures and increased State mandates revenue to bring the Net County Cost to $897,040. This is an increase of $51,417 or 6% higher than the approved Final Budget for FY93/94. The major contributions to the increase are in postage, A-87 costs and DP charges. These increases total $89,864. In addition, the Department also reduced extra help by 64% to meet the targeted Net County Costs.

The anticipated statewide costs to implement the "Motor Voter" bill is $19.1 million a year. Beginning with the January 1, 1995 implementation, it is estimated that it would cost Solano County approximately $100,000 for the second half of FY94/95. This cost is not currently included in the Proposed Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

Starting January 1, 1995, the National Voter Registration Act of 1993(the so-called "motor voter" bill) will go into effect. A study has been done that projects this bill will cost California Counties $19.1 million a year. We anticipate that it would cost Solano County approximately $200,000 a calendar year. It is recommended that at the end of the FY94/95, if additional funding is needed to implement the "Motor Voter" program, the Department may wish to present the actual costs to the Board for funding approval.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendations.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $26,512 of the Fund Balance Incentive Program from FY93/94.

CAPITAL PROJECTS
BUDGET 1700

Fund: 006 CAPITAL OUTLAY
Function: GENERAL
Activity: PLANT ACQUISITION

BIRGITTA CORSELLO
Director, General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$50,276	$18,816	$34,885	$34,885	$34,885
OTHER CHARGES	0	0	0	0	0
F/A LAND	0	0	1,252,611	1,252,611	1,136,345
F/A BLDGS AND IMPRMTS	1,306,360	512,229	12,371,903	11,471,903	12,459,015
F/A EQUIPMENT	0	0	0	0	0
OTHER FINANCING USES	500,000	1,037,314	0	900,000	900,000
INTRA-FUND TRANSFERS	0	0	0	0	0
APPROP FOR CONTINGENCIES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$1,856,636**	**$1,568,359**	**$13,659,399**	**$13,659,399**	**$14,530,245**
REVENUE					
TAXES	$1,113,350	$815,962	$878,033	$878,033	$802,581
REVENUE FROM USE OF MONEY/PROP	73,195	88,041	68,000	68,000	70,220
INTERGOVERNMENTAL REV STATE	565,700	127,413	1,424,486	1,424,486	1,313,851
INTERGOVERNMENTAL REV OTHER	0	0	70,000	70,000	70,000
CHARGES FOR SERVICES	98,164	89,463	71,609	71,609	71,993
MISC REVENUE	0	0	412,000	412,000	874,200
OTHER FINANCING SOURCES	259,473	1,120,644	8,850,000	8,850,000	9,388,098
TOTAL REVENUE	**$2,109,882**	**$2,241,523**	**$11,774,128**	**$11,774,128**	**$12,590,943**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

The Capital Projects budget provides funding for all projects, real property acquisitions, improvements and major repairs to County facilities.

MAJOR ACCOMPLISHMENTS IN FY93/94

Began construction on the following projects:

* Juvenile Hall expansion
* General office building (old Purchasing warehouse)
* ADA Implementation
* Laundry and kitchen expansion at Claybank Sentenced Detention facility

Completed the following projects:

* Asbestos removal - Vallejo Hall of Justice
* Waterproofing of Sentenced Detention Facility
* Service Station expansion
* Lake solano Interpretive Center

GOALS AND OBJECTIVES FY94/95

Complete the following projects:

* Juvenile Hall expansion
* General office remodel
* Underground storage tank removal at North Texas Street
* Phase I of ADA implementation
* Update five-year Capital Improvement Plan

Begin the following projects:

* Library remodel
* Phase II of ADA implementation
* Public services building
* Mental Health remodel

WORKLOAD INDICATORS

The indicators for this budget should be the number of projects started and/or completed during the fiscal year. Please refer to the following table for requested and proposed projects.

Project Name	FY94/95 Rebudget Requested Projects	FY94/95 Non-ACO Fund Requested Projects	FY94/95 ACO Fund Requested Project	FY94/95 Requested Totals
Capital Projects	$0	$0	$72,610	$72,610
Lake Solano Intrp Cntr		558,160		558,160
Underground Tanks	219,039	0	130,000	349,039
Roofing	53,893	0	56,000	109,893
ACM	0	0	50,000	50,000
ADA	112,000	0	100,000	212,000
Cap Plan	0	0	20,000	20,000
228 Broadway	110,000	0	100,000	210,000
Env Mgmt	49,700	0	0	49,700
Gen. Svcs Consol	205,656	0	77,000	282,645
Waterproof & Insulate	47,000	0	0	47,000
Engineering Mapping	37,891	0	0	37,891
Solano Pk Bldg & Land/1	0	8,850,000	0	8,850,000
Juvenile Hall Renov	0	400,000	0	400,000
Irrigation	21,570	0	0	21,570
Land Acquisition	302,611	0	50,000	352,611
Emergency Contingency	0	0	8,000	8,000
Juvenile Hall Expansion	725,922	577,114	0	1,303,036
Public Services Bldg	0	0	725,244	725,244
TOTALS	**$1,885,271**	**$10,385,274**	**$1,388,854**	**$13,659,399**

/1 Land Price = $1,000,000 Tenant Improvements = $1,400,000, Building Price = $5,500,000, Debt Service Reserve and Issuance Costs = $950,000

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects a $9,626,127 or 238% increase in expenditures and $8,704,949 or 283% increase in revenues over FY93/94. This budget includes the following revenue sources, $1,885,271 rebudgeted projects, $873,033 property taxes, $1,494,486 in intergovernmental monies (Parks and Correctional Bond Funds), $68,000 interest earnings, $71,609 redevelopment increment allocation, $412,000 from miscellenaous sources and $8,800,000 in debt process from the Solano Park NME facility and land acquisition. While the Solano Park acquisition was approved in FY93/94, the expenditures and revenues will not be incurred until FY94/95. As a result, we are budgeting for the project in FY94/95.

The Requested Budget reflects the projects approved in the 5-Year Capital Improvement Plan (please see the following table for a list of all the projects).

CAO RECOMMENDATION

We concur with the Requested Budget except for one adjustment.

The Proposed Budget reflects a $900,000 reduction in available funds for new projects in FY94/95 in order to transfer this money towards the debt service of the Justice Center, Animal Control Facility and Co-Generation Plant (please see budget unit 8010). This recommendation will substantially reduce the new projects being requested to be funded by the ACO's discretionary revenue sources (essentially property taxes). Financing the debt service with the ACO is consistent with past practice and results in the reduction of the General Fund contribution towards debt service from $2.9 million to $2 million (please see Budget Unit 1906).

We will work with the Department to re-prioritize a new list projects and have it ready for Final Budget hearings.

SIGNIFICANT BUDGET CHANGES

The major change in this years budget is the $8.85 million increase to purchase the Solano Park NME facility and 7.7 acres of adjacent property to develop a "campus-environment" for Health & Social Services programs. This acquisition was approved by the Board of Supervisors after several months of careful review, analysis and negotiations. Even though the policy decision and authorization was given in FY93/94, the expenditures will be reflected in FY94/95.

PENDING ISSUES AND POLICY CONSIDERATIONS

The significant policy consideration is whether to continue to use the ACO to provide a contribution towards the debt service and thus reduce the General Funds obligation. The Department, following the direction from the Board via the 5-Year CIP, requests full-year funding of the ACO and no contribution towards debt service. However, we recommend a contribution of $900,000 in order to reduce the General Funds contribution by the same amount.

We are proposing this to give the General Fund more flexibility to absorb the impending hit from the State of $3.3 million to recapture property tax to fund a shortfall in funding to the schools (please see the CAO upfront message for more information). If no contribution is made from the ACO, there would have to be cuts in General Fund department operations, contingency, and/or reserves. However, should this State take-back be reduced or not materialize we would allocate the $900,000 back to the ACO to finance new projects.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the budget as proposed with the following changes:

* Technical adjustments to reflect a year-end fund balance, which is a means of financing available for FY94/95 that is not reflected in the budget unit financing summary;

* Technical adjustments to reflect a reduction in property tax revenue estimates;

* An increase in revenues from Fouts Springs Boys Ranch to finance the construction of an administration building;

* An increase in expenditures and revenues for the Juvenile Hall Remodeling project that was directed by the Board of Supervisors to be included in the FY94/95 Budget.

* Revised the approved Capital Project List for FY94/95 (included on the following page).

FY94/95 Capital Project List

Project Title	FY94/95 ACO Projects, 8/15/94
JV Hall Expansion	$1,312,444
JV Hall Remodel	400,000
Under ground Tanks	245,000
Mental Health 228 Broadway	136,720
Roofing	110,000
Capital Improvement Plan	20,000
Heating/Ventillating/Air	135,000
Land	150,000
General Office Remodel (General Services)	395,964
Irrigiation Automation	21,570
Emergency Reserve	10,000
Engineering Mapping	40,000
American Disability Act (ADA)	148,000
Asbestos Contaminated Material	50,000
SDF Insulate/Waterproof	401,609
Public Services Builidng	152,000
Fouts Springs	358,000
Lake Solano Campsites	423,388
ACO Subtotal	**$4,509,793**
General Services Admin Relocation	$50,000
Various Admin Expense	34,885
Reserve for Tax Refund	68,000
Debt Service	900,000
Sandy Beach Park	24,137
SDF Match Reserve	60,000
Land Acq Solano Business Park	986,335
SPHF Acquixition/Remodel	7,871,095
X-Ray Room VJO Clinic	10,000
DA Family Support Tenant Imp	74,000
Non-CIP Subtotal	$10,078,452
TOTAL PROJECTS	**$14,588,245**

GENERAL SERVICES
BUDGET 1117

Fund: 001 GENERAL
Function: GENERAL
Activity: OTHER GENERAL

BIRGITTA CORSELLO
Director,
General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$2,569,441	$2,478,489	$3,084,972	$3,050,072	$3,057,872
SERVICES AND SUPPLIES	3,179,740	3,220,470	3,554,172	3,551,197	3,614,972
OTHER CHARGES	0	0	600	600	600
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	22,305	13,997	40,032	19,312	44,967
OTHER FINANCING USES	0	16,746	22,347	22,347	45,092
INTRA-FUND TRANSFERS	(773,441)	(672,835)	(766,981)	(766,981)	(766,981)
TOTAL APPROPRIATIONS	**$4,998,045**	**$5,056,867**	**$5,935,142**	**$5,876,547**	**$5,996,522**
REVENUE					
TAXES	$0	$0	$0	$0	$0
REVENUE FROM USE OF MONEY/PROP	17,802	13,869	15,700	15,700	15,700
INTERGOVERNMENTAL REV STATE	0	0	0	0	0
INTERGOVERNMENTAL REV FEDERAL	0	0	0	0	0
INTERGOVERNMENTAL REV OTHER	0	0	0	0	0
CHARGES FOR SERVICES	813,828	4,629,516	6,473,912	6,473,912	6,481,912
MISC REVENUE	21,341	29,006	11,500	58,500	58,500
OTHER FINANCING SOURCES	3,650	751	1,500	1,500	1,500
TOTAL REVENUE	**$856,621**	**$4,673,142**	**$6,502,612**	**$6,549,612**	**$6,557,612**
NET COUNTY COST	**$4,141,424**	**$383,725**	**($567,470)**	**($673,065)**	**($561,090)**
POSITIONS	**67**	**62.5**	**65.5**	**65.5**	**65.5**

MISSION STATEMENT

The General Services Department budget includes the Divisions of Departmental Administration, Architectural Services, Purchasing, and Buildings and Grounds. The Department also provides for property management and space planning, the administration of Capital Projects, Communications, Fleet, Reprographics, Parks Division, and Emergency Services. These services are identified in separate budgets.

Recognizing that general services are financed mostly by County departments with reduced resources, every effort has been made to maintain fees at the lowest possible level by increasing efficiency and working with departments and outside agencies to minimize the overhead costs in order to reduce service to affordable level.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Documented and worked with the Auditor/Controller's Office to restructure charges for departmental administrative overhead by incorporating these costs into the County-wide Cost Allocation Plan (A87);

* Fully centralized accounts payable functions for the department by adding Central Services and Reprographics which reduced claim processing time and freed service staff in the program to work on other program needs;

* Developed the five Year County Capital Improvement Plan;

* Installed an emergency power generator for the California Law Enforcement Tracking System;

* Revised and updated the County's Purchasing Ordinance;

* Developed and received adoption by the Board of Supervisors of the County comprehensive Purchasing Policy Manual;

* Completed modifications to the County's Co-Generation facility, better enabling the department to insure that the plant's operation meets or exceeds the Federal Energy Regulation Commission's efficiency requirements;

* Trained building trades mechanics to perform more in-house roof maintenance and repair, decreased the need for outside professional services.

* The groundkeepers converted the "monument area" in front of the Old Courthouse to a perennial environment with drip irrigation to reduce maintenance and provide a pleasant image throughout the year;

GOALS AND OBJECTIVES FOR FY94/95

* Convert current PC based method of processing invoices to 'on-line' claims processing in the Financial Information System with the Auditor's Office to reduce claim processing time.

* Provide General Services Divisions with 3-year budget history on expenses and revenues for reference in projections and budget preparation.

* Implement the first phase of the Capital Improvement Plan
* Implement the transition plan for ADA compliance

* Conduct a study on mailroom procedures with an outlook toward enhancing delivery of services.

* Review countywide courier services to identify potential service enhancements and operating cost savings.

* Provide an ongoing training program in the use of the Purchasing Policy Manual.

* Automate the current manually operated irrigation systems at several County facilities to increase efficiency and minimize water consumption.

* Implementation of scheduled night walk-through to identify problems visible only after normal business hours or in darkness.

* Additional training to enhance the Department's abilities in areas such as minor asbestos abatement, roofing maintenance, repair and painting.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects an increase of $586,516 or 11% in expenditures and $1,929,190 or 42% in revenues when compared to the FY93/94 Final Budget. As the result the budget represents a net decrease in Net County Cost of ($1,342,674). The **major** contribution to the decrease is the additional A-87 charges. The Requested Budget includes $5,788,101 in A-87 revenue. This represents a $1,665,224 or a 40% increase in allocated overhead revenues when compared to the FY93/94 Final Budget.

The increase is the result of the update to the Countywide Cost Plan and the inclusion of **all** of the General Services programs that are considered central service costs. Prior to FY 93/94, several General Services programs were excluded from the County Cost Plan and instead were part of the Department's internal administrative costs. These costs were actually charged to the Department's Internal Service Funds and Enterprise Funds and all other funds except General Fund departments.

The Requested Budget includes the addition of one Building Trades Mechanic, of which the cost is fully offset by revenues from Health and Social Services and other departments, and a transfer of a full time Deputy Director position from Emergency Services. One half of the Deputy Director position, a cost of $36,517 is being charged back to the Emergency Services through an Intra -Fund transfer. The position shift reflects the current organization and will allow for a more accurate distribution of management overhead costs through the A-87 Cost Allocation Plan.

It also reflects the conversion of a Management Services Specialist from Extra Help to FTE, increase in Extra Help for architectural services, fully offset by additional revenues from Capital Projects and other County departments and $40,032 in requested fixed assets.

Further, much of the increase in expenditures is due to increased costs of Liability Insurance, $14,126, Workers Compensation Insurance, $46,499, Maintenance of Equipment, $22,112, and Water and Utilities $79,435.

Increased revenues are primarily due to a $1,665,224 increase in Administrative Overhead (A87) revenues along with an $172,829 increase in Other Charges for Services.

WORKLOAD INDICATORS

* Approximately 10,200 invoices are processed annually by the administration division totalling about $30 million in claims. Approximately 500 deposits are prepared annually and 125 billings/ journal entries are prepared monthly by staff.

* Capital projects in process totalling $6.4 million ($3.6 million Accumulated Capital Outlay funds; $2.8 million other projects)

* Small projects totaling $234,000 in process

* 14 consultants under contract

* More than 100 Small Project Requests processed

* Purchasing has maintained records on the number of purchase orders since FY70/71. The average number of purchase orders has not changed significantly in 23 years. The averge number of purchase orders processed over the last 23 years has been 3,400. In contrast, the total value of the goods and commodities purchased has increased significantly. In FY92/93, there were 3,272 purhcase orders with a total value to $20.7 million.

* Mail services can be measured to some extent by the number of stops or locations served daily and the time or duration of the mail route. In addition the number of pieces of mail processed is considered, and the timeliness of the processing.

FY	Total Pieces of Mail
1984-1985 Actual	719,728
1992-1993 Actual	1,974,316
1993-1994 Actual	1,990,000
1994-1995 Projected	2,000,000

* Maintenance of County facilities, including carpentry, plumbing, electrical, roofing, painting, locksmithing, masonry;

* Repair of heating, air conditioning, ventilation, refrigeration, elevator, fire alarm and emergency generator systems;

* Housekeeping services, using County employees, for over 500,000 square feet; contract services for four County-occupied buildings in Fairfield with over 37,000 square feet;

* Maintenance of parking lots, irrigation systems and landscaping on 44.5 acres of County property.

CAO RECOMMENDATIONS

We concur with the Department's Requested Budget but with the following additional reductions:

* Reduce Extra help by $2,000 and increase salary savings by $32,900;

* Reduce office equipment and software by $2,975;

* Cut Fixed Assets by $19,720 and increase other revenues by $47,000

The Proposed Budget has a net decrease in Net County Costs of ($1,448,269). In essence, while the Department receives an increase of $1,665,224 in A-87 revenue, the Department is able to save $1,448,269 of the increase. The difference of $216,955 or 4%,(when compared to FY93/94 Final budget) is to offset various uncontrollable costs, i.e: insurance, and utilities.

SIGNIFICANT BUDGET CHANGES

None

PENDING ISSUES AND POLICY CONSIDERATIONS

The acquisition of the Solano Park Hospital has raised a number of issues that must be addressed concerning its maintenance and upkeep. Solano Park Hospital is intended to replace the existing Clinic Facility at 2100 W. Texas Street, in Fairfield. The County's intent, at this writing, is to close the Texas Streetbuilding and eventually demolish it. Because significant modifications must be made to the new hospital facility before it is occupied, the Department is assuming at least a six month overlap for operation of the two facilities.

It should be noted that no funds have been budgeted for any incremental costs associated with the new facility for major maintenance expenses, custodial services, and utility. Costs in excess of those already being incurred at 2100 W. Texas and other vacated facilities will be charged to the Department of Health and Social Services.

Late in June, 1994, General Services plans to bring before the Board of Supervisors the results of a study on Custodial Services Privatization performed by an outside consultant. If the Board approves the privatization of the custodial services, prior to the Final Budget Hearings, the Custodial Services of this budget will be modified accordingly.

On April 12, 1994, the Board of Supervisors authorized the General Services Department to negotiate with Sonoma County for expert services to develop a comprehensive records' management program. The contract will carry this program to FY 94/95. It is difficult to determine how much additional funding will be for FY 94/95 at this time. The CAO's Proposed Budget does not include funding for this program. The Department will need to modify their budget regarding the record management position and its program at a later date.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

FINAL BOARD ACTION

The Board approved the budget as proposed with the inclusion of $75,200 of the Fund Balance Incentive Program from FY93/94 and the following changes:

* Add $11,775 for the Contract Administrator Program.

* Add $25,000 for a Records Management Consultant.

* A technical adjustment to increase Other Charges for Services by $8,000 and appropriate this amount to the Superior Court bench project.

* A technical adjustment to transfer a $30,000 appropriation from Small Projects to Projects and Services for building maintenance.

* A technical adjustment to decrease Building Trades-Maintenance and Improvements by $1,200, and add $1,200 to Equipment, for purchase of electric sewer auger. This machine will pay for itself in less than five years, decreasing expense and increasing efficiency.

RESOLUTION OF PENDING ISSUES: The $30,000 shown above, is intended to cover major maintenance costs at Solano Park Hospital. The overlap of the new facility and the W. Texas facility is now expected to be for a one-year period. Costs will be covered by Extra Help and some reassignment of existing staff where possible.

General Services Custodial Study - Impact on FY94/95 Budget

In July of this year, the Board adopted a Policy setting the guidelines for contracting out custodial services. The policy was recommended as a result of a Privatization Study performed by General Services in 1993 and negotiations with Local 39, the union that represents the custodial workers. The impact of the policy is to allow General Services to enter into lease arrangements that provide non-County custodial service arrangements.

The Board Item that proposed the new policy projected annual savings of approximately $30,000 resulting from renegotiation of existing leases to include custodial services and modification of working schedules from day shift to swing shift. it was anticipated that permanently allocated custodial positions would be reduced by five (from 24 to 19) through attrition and reduction in Extra Help employees.

At this time, General Services is negotiating with the owners of Enterprise Building #2 to arrange for custodial services as part of the lease arrangement. Health & Social Services would like to try this approach for a while before proceeding with a similar lease arrangement for Enterprise Building #3. Work has also been progressing on moving some custodial personnel from the day shift to a swing shift starting about 3:00 P.M. Schedules and work assignments to support the change are still under development. It is expected that the work schedule modifications and all feasible lease revisions will be completed during the current fiscal year.

SOLANO BUILDING CORPORATION-CAPITAL IMPROVEMENTS
BUDGET 1780

Fund: 260 SOLANO BLD CORP CAP IMP
Function: GENERAL
Activity: PLANT ACQUISITION

BIRGITTA CORSELLO
Director, General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$0	$0	$0
SERVICES AND SUPPLIES	3,577	3,626	4,040	4,040	4,040
OTHER CHARGES	0	8,931	549	549	549
F/A LAND	0	0	0	0	0
F/A BLDGS AND IMPRMTS	13,646	7,715	108,545	108,545	109,633
F/A EQUIPMENT	0	0	0	0	0
OTHER FINANCING USES	538,673	134,687	0	0	0
TOTAL APPROPRIATIONS	**$555,896**	**$154,959**	**$113,134**	**$113,134**	**$114,222**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$37,433	$13,344	$10,000	$10,000	$10,000
INTERGOVERNMENTAL REV STATE	0	0	113,708	113,708	113,708
CHARGES FOR SERVICES	8,552	5,289	0	0	0
MISC REVENUE	0	0	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$45,985**	**$18,633**	**$123,708**	**$123,708**	**$123,708**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This corporation is a non-profit entity established to finance and construct capital projects for the County. This budget was established to track and monitor the costs of several building projects including the Justice Center, Animal Shelter, Co-Generation Facility and renovation of the Courthouse and Old Library.

MAJOR ACCOMPLISHMENTS IN FY93/94

None were submitted.

GOALS AND OBJECTIVES FY94/95

* Complete the security fencing upgrade of the Fairfield Jail Facility.

* Begin moving the Emergency Services Command Center from the basement of the financial building (Old Courthouse Annex) to the Sheriff's building.

* Complete the upgrade/improvement of the animal shelter's doors.

WORKLOAD INDICATORS

Workload indicators for this budget are the completion of funded projects.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget includes a decrease in expenditures of ($265,852) or (70%) and in revenues of ($13,708) or (10%) from FY93/94. The decrease in expenditures is due to the elimination of an operating transfer out, and in revenues due to the reduction in State matching funds. This budget reflects three final ongoing projects listed in the goals section above.

CAO RECOMMENDATION

We recommend approval of the Requested Budget. As soon as these projects are completed this budget unit will be discontinued.

SIGNIFICANT BUDGET CHANGES

There are no significant changes in this budget.

PENDING ISSUES OR POLICY CONSIDERATIONS

The department is waiting for the new Sheriff to be elected before beginning moving the command center.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

PROMOTION
BUDGET 1750

Fund: 001 GENERAL
Function: GENERAL
Activity: PROMOTION

MICHAEL D. JOHNSON
County Administrator

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$5,973	$0	$0	$0	$0
OTHER CHARGES	5,000	500	173,000	500	5,500
TOTAL APPROPRIATIONS	**$10,973**	**$500**	**$173,000**	**$500**	**$5,500**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$0	$0	$0	$0	$0
INTERGOVERNMENTAL REV STATE	0	0	0	0	0
CHARGES FOR SERVICES	0	0	0	0	0
MISC REVENUE	0	0	0	0	0
TOTAL REVENUE	**$0**	**$0**	**$0**	**$0**	**$0**
NET COUNTY COST	**$10,973**	**$500**	**$173,000**	**$500**	**$5,500**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

The Promotions Budget provides for a County contribution to various entities supported by the Board of Supervisors. Contributions from this budget have been deemed by the Board to meet the social needs of the County's population, serve public purposes and to be in the best interests of the County and general public.

MAJOR ACCOMPLISHMENTS IN FY93/94

The Solano County State Fair Exhibit and the Solano County Historical Records Commission were each given a contribution of $250, for a total expenditure of $500.

GOALS AND OBJECTIVES FOR FY94/95

Not applicable.

DEPARTMENTAL BUDGET REQUEST

The Solano County Arts Alliance has requested $150,000 to support a re-grant program for Cultural Development/Art Programs in the County. The Solano Civic Ballet Company requests $12,000 to support their non-profit entity, Solano Economic Development Corp $5,000, and the Solano Affordable Housing Foundation $6,000 to help pay operating expenses for this organization.

CAO RECOMMENDATION

Given the continuing stagnant economic outlook in the State and recent property tax shift from counties to School Districts, there are insufficient discretionary revenues available to fund priority programs in the County. Therefore, the County Administrator is recommending that the Solano County State Fair Exhibit and the Solano County Historical Records Commission each be given a contribution of $250 for a total expenditure of $500. If the County's fiscal condition improves after the publishing of the Proposed Budget, the CAO will return with a new funding recommendation to the Board.

SIGNIFICANT BUDGET CHANGES

There is no significant change.

PENDING ISSUES AND POLICY CONSIDERATIONS

Funding of outside agencies from the General Fund is a policy decision for the Board of Supervisors.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

Not applicable.

FINAL BOARD ACTION

The Board approved the Budget as proposed with an addition of $5,000 contribution to the Solano Economic Development Corp, as recommended by the County Administrator.

GENERAL EXPENDITURES
BUDGET 1903

Fund: 001 GENERAL
Function: GENERAL
Activity: OTHER GENERAL

MICHAEL D. JOHNSON
County Administrator

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$440	$831,846	$831,846	$831,846
SERVICES AND SUPPLIES	3,237,844	381,931	1,369,000	1,169,000	2,922,138
OTHER CHARGES	0	30,000	0	0	0
F/A LAND	0	30,000	0	0	0
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	0	0	0	0	0
OTHER FINANCING USES	513,971	1,252,953	55,202,499	53,302,499	53,850,015
INTRA-FUND TRANSFERS	0	0	0	0	0
TOTAL APPROPRIATIONS	**$3,751,815**	**$1,695,324**	**$57,403,345**	**$55,303,345**	**$57,603,999**
REVENUE					
CHARGES FOR SERVICES	$0	$0	$0	$0	$0
MISC REVENUE	0	0	0	0	0
OTHER FINANCING SOURCES	5,000	0	831,846	831,846	831,846
TOTAL REVENUE	**$5,000**	**$0**	**$831,846**	**$831,846**	**$831,846**
NET COUNTY COST	**$3,746,815**	**$1,695,324**	**$56,571,499**	**$54,471,499**	**$56,772,153**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

The General Expenditures Budget unit exists to finance various expenditures which are not routinely allocable to departments. Ultimately, nearly all budget costs will be charged back to applicable departments under the County-wide Cost Allocation Plan.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not applicable

GOALS AND OBJECTIVES FOR FY94/95

Not applicable

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects an increase of $52,813,124 in expenditures. This is due to the establishment of the three new Funds (Public Safety, Trial Court Funding, and Health and Social Services). The General Funds contribution (formerly Net County Cost) is now paid from this budget unit, which inflates expenditures by approximately $53.3 million. Had these new funds not been established, this budget would have shown approximately ($490,000) or (20%) decrease.

Recognizing that appropriate costs should be charged to applicable departmental operations, this Requested Budget no longer accounts for various costs to prepare county-wide financial reports, ie: Cost Allocation Plan, Mandated Cost Report and calculation of the Property Tax Administration Fees. These costs are now budgeted in the Auditor Controller's budget.

The Requested Budget includes appropriations to pay for FY92/93 and FY93/94 Golden Handshake programs. An equal amount of $831,846 is transferred in from Unfunded Liability to offset these costs.

CAO RECOMMENDATION

We concur with Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

As indicated above, the establishment of the three new Funds has had a significant impact on this budget unit, resulting in a $53.3 million increase in the budget. However, while this budget has been skewed by this change, the establishment of the Funds will allow Board members and the public to easily ascertain the County General Fund's contribution to any of the new Funds and/or individual departments within the Funds.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The County Administrator concurs with this recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* An increase in data processing in the amount of $230,000 to upgrade the property tax system. This increase is offset by a corresponding amount recognized in the General Revenue budget as one-time monies from State.

* An increase in the County Contribution to Trial Court Fund departments of $2,071,594, increasing the total contribution to $6,429,457 or 47.5% from the Proposed Budget. At the time the Proposed Budget was prepared, the Governor's Budget and all of the appropriation Budget Bills had the Solano Trial Court Funding grant at $6.8 million. These funds were later reduced in the State Final Budget.

* A reduction in County Contribution to the Probation department by $560,742 due to savings in safety retirement costs and increased program revenue.

* A reduction in County Contribution to the Health and Social Services Fund in the amount of $1,142,000 due to the SB 910 State take-back as the result of the State Final Budget.

* A line item in the General Expenditure Budget called "SB 910 State" in the amount of $1,323,000 to pay back SB 910 revenue to the State as the result of the State Final Budget.

* A County Contribution amount of $121,105 to the Parks and Recreation Fund to cover a decrease in property tax revenue and fund balance deficit that occurred during Fiscal Year 93/94.

* A decrease in County Contribution to Superior Court in the amount of $105,000

* An inclusion of $162,559 as the FY93/94 Fund Balance Incentive share for non-General Fund departments, ie: Sheriff, Northern Municipal Court, Probation, Public Defender and Health & Social Services as transfer outs to these Departments.

* A rebudgeting of $145,543 as FY93/94 Fund Balance Incentive share of General Expenditures for countywide professional services costs.

* A budget item of $50,000 for possibility of funding outside agencies for countywide promotional purposes.

SURVEYOR/ENGINEER
BUDGET 1904

Fund: 001 GENERAL
Function: GENERAL
Activity: OTHER GENERAL

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$50,456	$66,159	$121,700	$121,700	$121,700
OTHER CHARGES	0	5,440	(1,112)	(1,112)	(1,112)
TOTAL APPROPRIATIONS	**$50,456**	**$71,599**	**$120,588**	**$120,588**	**$120,588**
REVENUE					
LICENSES,PERMITS AND FRANCHISE	$16,804	$13,187	$12,800	$12,800	$12,800
INTERGOVERNMENTAL REV STATE	0	0	0	0	0
CHARGES FOR SERVICES	5,850	18,307	16,000	16,000	16,000
MISC REVENUE	10,388	10,723	6,000	6,000	60,000
OTHER FINANCING SOURCES	0	0	54,000	54,000	0
TOTAL REVENUE	**$33,042**	**$42,217**	**$88,800**	**$88,800**	**$88,800**
NET COUNTY COST	**$17,414**	**$29,382**	**$31,788**	**$31,788**	**$31,788**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

The Surveyor/Engineer Division serves as the County's Surveyor, Flood Plain Administrator, a member of the Environmental Review Committee (ERC) and Subdivision Review Committee (SRC) and administers the County's grading ordinance. The Transportation Department Road Division staff performs the work of the Surveyor / Engineering Division on a reimbursement basis.

MAJOR ACCOMPLISHMENTS FY93/94

* Achieved a Class 8 Community rating for the unincorporated areas of the County from the Federal Emergency Management Agency. As a result County residents who are required to obtain flood insurance, in the unincorporated areas, receive a 10% reduction in their insurance premiums.

* Represented the County's interest by participating as committee members in the Environmental Review Committee (ERC) and Subdivision Review Committee (SRC). Staff presents Transportation concerns and reflects CEQA and Subdivision Map Act requirements.

* Reached an agreement with B & J Landfill to recover cost for road damages.

GOALS AND OBJECTIVES FOR FY94/95

* Continue striving to reach the department's goal of reviewing surveys within 10 days of receipt (State law allows 20 days).

* Streamline the review and approval process of the building department's building permit check off list.

* Continue to assist the general public regarding permits, flood information, maps, etc.

* Commence the Monument Preservation Program through the establishment of the Monument Preservation Committee.

WORK LOAD INDICATORS

* Issued 60 grading permits

* Responded to 400 flood zone information requests

* Reviewed 26 minor subdivisions

* Reviewed 13 certificates of compliance

* Processed 190 building department golden rod sheets (Building Permit Check-Off List)

* Processed 6 land leveling permits

The workload for FY94/95 will increase when compared to the Final FY93/94 Budget.

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget includes a $71,648 increase in expenditures or 146% and a $58,800 increase in revenues or 196% for a $31,788 or 168% increase in Net County Cost over FY93/94.

Much of the increase in both expenses and revenues are from the $54,000 Survey Monument Preservation Fund. Without this fund money, the budget shows an increase of $17,648 or 36% in expenses and $4,800 or 16% increase in revenues over FY93/94.

The increase has been caused by the cost of providing requests for information on flood zoning, complaint responses, application review of permits that are related to the current boom in refinancing activity throughout the State of California.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Surveyor/Engineer should review all fees and permits in this budget to ensure charges for services are current and comprehensive to capture adequate revenues in line with cost increases.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed. The department has reviewed all fees and permits as part of the FY94/95 Countywide User Fee Update, and will show approximately $9,000 in revenues from new and existing fee increases. The department budget will be adjusted to reflect these increases during the Mid-year report.

COUNTYWIDE COST ALLOCATION PLAN
(A-87 OFFSET)
BUDGET 1905

Fund: 001 GENERAL
Function: GENERAL
Activity: ADMINISTRATION

MICHAEL D. JOHNSON
County Administrator

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
OTHER CHARGES	0	(5,960,780)	(8,171,006)	(8,171,006)	(8,171,006)
TOTAL APPROPRIATIONS	**$0**	**($5,960,780)**	**($8,171,006)**	**($8,171,006)**	**($8,171,006)**
REVENUE					
CHARGES FOR SERVICES	0	(5,960,780)	(8,171,006)	(8,171,006)	(8,171,006)
TOTAL REVENUE	**$0**	**($5,960,780)**	**($8,171,006)**	**($8,171,006)**	**($8,171,006)**
NET COUNTY COST	**$0**	**$0**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget is a "contra" budget. It is used to offset operating expenses allocated to all General Fund Departments for administrative overhead costs (A-87) calculated by the Auditor Controller's office.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not applicable

GOALS AND OBJECTIVES FOR FY94/95

Not applicable

WORKLOAD INDICATORS

Not applicable

DEPARTMENTAL BUDGET REQUEST

There is no Requested Budget.

CAO RECOMMENDATION

This is the second year the County has allocated administrative overhead costs to all General Fund Departments. The Proposed Budget reflects an increase of $2,209,522 or 37% of the charges in this Contra Budget. During FY93/94, the County hired David M. Griffith and Associates to prepare the Cost Allocation Plan. As the result, the Plan was upgraded to identify additional claimable costs which were not included in previous years.

The purpose of this budget is to reflect the reversing entries for the allocation of expenses and revenues. It is intended to offset the allocations so that General Fund (Fund 1) is not overstated.

SIGNIFICANT BUDGET CHANGES

As indicated in the CAO RECOMMENDATION Section, this budget shows a significant increase due to the upgraded plan to identify additional claimable costs.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues and policy consideration regarding this budget.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The County Administrator's Office concurs with this budget as proposed.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

GENERAL FUND OTHER - DEBT SERVICE
BUDGET 1906

Fund: 001 GENERAL
Function: DEBT SERVICE
Activity: OTHER GENERAL

MICHAEL D.JOHNSON
County Administrator

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
OTHER CHARGES	$0	$0	$0	$0	$0
OTHER FINANCING USES	506,327	854,758	2,004,854	2,004,854	2,004,854
TOTAL APPROPRIATIONS	**$506,327**	**$854,758**	**$2,004,854**	**$2,004,854**	**$2,004,854**
REVENUE					
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$0**	**$0**	**$0**	**$0**	**$0**
NET COUNTY COST	**$506,327**	**$854,758**	**$2,004,854**	**$2,004,854**	**$2,004,854**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget provides for the General Fund's share of debt repayment costs associated with the Justice Center, Animal Control Building and Co-Generation Plant.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not applicable.

GOALS & OBJECTIVES FOR FY94/95

Not applicable.

WORKLOAD INDICATORS

Not applicable.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects an increase in General Fund expenditures of $1,404,854 (234%) over FY93/94. This increase is the result of dwindling contributions towards the debt service from other funds that are exhausted, Solano Building Corporation or the Courthouse Construction Funds, which have lower available revenues.

CAO RECOMMENDATION

We concur with the Requested Budget.

SIGNIFICANT BUDGET CHANGES

As mentioned above, the significant budget change is the large increase in the General Fund contribution towards the debt service. This increase had been anticipated because of the dwindling contributions from other revenue sources. However, if the Construction Funds Revenue (vehicle ticket fines are the source of these funds) come in higher than anticipated, the General Fund contribution will be reduced accordingly.

PENDING ISSUES AND POLICY CONSIDERATIONS

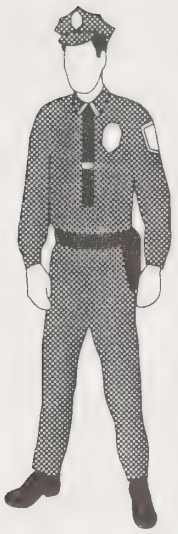
There are no issues pending in this budget unit.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

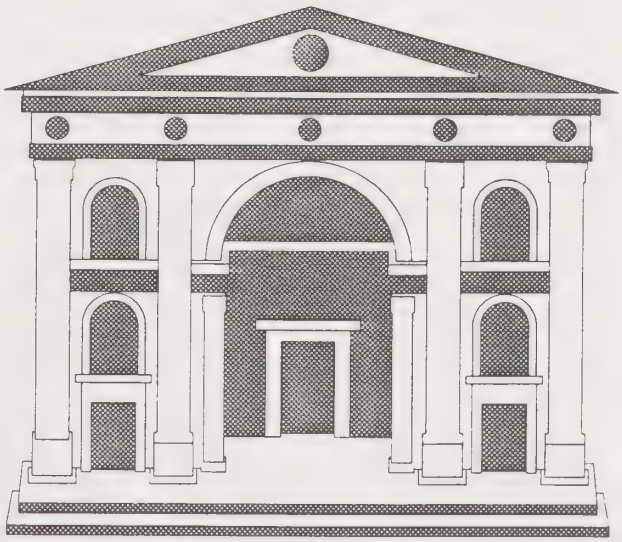
The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.



PUBLIC PROTECTION



CMF CASES
BUDGET 2001

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

CHUCK RAMEY
Superior Court
Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$311,154	$452,830	$0	$0	$0
F/A EQUIPMENT	0	0	0	0	0
TOTAL APPROPRIATIONS	**$311,154**	**$452,830**	**$0**	**$0**	**$0**
REVENUE					
INTERGOVERNMENTAL REV STATE	$175,030	$511,766	$0	$0	$0
CHARGES FOR SERVICES	0	0	0	0	0
MISC REVENUE	0	0	0	0	0
TOTAL REVENUE	**$175,030**	**$511,766**	**$0**	**$0**	**$0**
NET COUNTY COST	**$136,124**	**($58,936)**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget provides for payment of court costs in adjudicating crimes committed on the grounds of the California Medical Facility. These costs are reimbursable from the State under Penal Code Section 4750. This budget is administered by the Superior Court and requires strict cost accounting in order to mitigate the impact these uncontrollable expenses place on the Court.

CAO RECOMMENDATION

Due to the creation of a special Public Safety Fund, this Budget Unit has been transferred to Budget Unit 6800, Fund 901.

CALIFORNIA MEDICAL FACILITY (CMF) CASES
BUDGET 6800

Fund: 901 TRIAL COURT FUNDING
Function: TRIAL COURTS
Activity: JUDICIAL

CHUCK RAMEY
Court Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	0	0	406,840	406,840	406,840
TOTAL APPROPRIATIONS	**$0**	**$0**	**$406,840**	**$406,840**	**$406,840**
REVENUE					
INTERGOVERNMENTAL REV STATE	0	0	406,840	406,840	406,840
TOTAL REVENUE	**$0**	**$0**	**$406,840**	**$406,840**	**$406,840**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget provides for payment of court costs in adjudicating crimes committed on the grounds of the California Medical Facility. These costs are reimbursable from the State under Penal Code Section 4750. This budget is administered by the Superior Court and requires strict cost accounting in order to mitigate the impact these uncontrollable expenses place on the Court.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not applicable.

GOALS AND OBJECTIVES FOR FY94/95

Not applicable.

WORKLOAD INDICATORS

None were provided in time to be included in the Proposed Budget. We will work with the Courts to have trial-load numbers during Budget Hearings.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects an increase of $66,743 or 19.6% over FY93/94. This budget is totally revenue offset by the State.

CAO RECOMMENDATION

We recommend approval of the budget as requested.

SIGNIFICANT BUDGET CHANGES

There are no changes in this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

Any potential siting of a new correctional facility in the County would impact this budget substantially. We will work with the Criminal Justice system and the State to fully analyze these potential costs should the Board approve the resolution for the Department of Corrections to undertake the analysis to site a new correctional facility in the County.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head agrees with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

LAW LIBRARY
BUDGET UNIT 2005

Fund: 005 LAW LIBRARY
Function: EDUCATION
Activity: JUDICIAL

ANN COUSINEAU
Director of Library Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$0	$0	$0
SERVICES AND SUPPLIES	235,139	245,189	282,246	282,246	282,246
OTHER CHARGES	14,694	21,564	24,913	24,913	24,913
F/A EQUIPMENT	3,081	0	11,200	11,200	11,200
OTHER FINANCING USES	0	0	0	0	0
APPROP FOR CONTINGENCIES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$252,914**	**$266,753**	**$318,359**	**$318,359**	**$318,359**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$11,850	$10,879	$6,500	$6,500	$6,500
INTERGOVERNMENTAL REV OTHER	0	0	0	0	0
CHARGES FOR SERVICES	249,467	258,359	245,000	245,000	245,464
MISC REVENUE	0	0	0	0	0
TOTAL REVENUE	**$261,317**	**$269,238**	**$251,500**	**$251,500**	**$251,964**
***POSITIONS**	**0**	**0**	**0**	**0**	**0**

***This department utilizes 2 positions funded from the Library's operating Budget Unit 6300.**

MISSION STATEMENT

The Solano County Law Library is a public library that provides books and related materials to help people who are researching legal questions. The Law Library staff is responsible for selecting and acquiring a collection that includes, not only basic legal materials that every California county law library should own, but also specialized legal resources that support the types of law, such as criminal law, practiced in the county by legal practitioners. Staff assist the legal and lay community in using these materials but do not offer legal advice because they are not attorneys.

The Law Library is governed by the Solano County Law Library Board of Trustees who contract with Solano County Library to oversee this service. The library is funded by court filing fees. Materials must be used on the premises by the public. Members of the Bar Association may check them out for 48 hours. A copy machine is available. The library is open 40 hours per week to the public.

MAJOR ACCOMPLISHMENTS IN FY93/94

The library received a computer and the Family Law Dissomaster program donated by the Family Law Committee of the Solano County Bar Association. The Legal Secretaries, Inc. donated a printer. The Dissomaster program is used to determine alimony and child support payments. It is an important tool in streamlining the work in making these determinations.

GOALS AND OBJECTIVES FOR FY94/95

The library is running out of space to house its collection. A major goal is to begin replacing less frequently used materials, such as law reviews, with microform copies so the information is available for use on the microfilm/fiche reader printer. This replacement will free up a significant number of shelves to house the growth of more frequently used items.

Staff continue to identify areas of the collection that need to be enriched. Next year they will concentrate on purchasing legal materials to enhance the workers' compensation and sexual harassment subject areas.

WORKLOAD INDICATORS

During the first six months of this year, staff answered approximately 1450 customer questions a month. This workload is a 2% increase over FY92/93. Approximately 3,000 items are used each month in the library.

The Law Library is well used by both the legal and lay communities, with usage by lay people on the rise. High School and paralegal classes are now using the collection on a regular basis to complete assignments. The 2.0 full time equivalent staff members have streamlined their behind-the-scenes activities, primarily through the use of computer software programs, so they can adequately serve the legal needs of library patrons. Staffing is adequate to handle the activities of the Law Library.

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget reflects an increase in expenditures of $27,889 or 9.6% and a decrease in revenues of ($6,500) or (2.5%) over FY93/94. Services and supplies include $14,000 for software licensing for a law desk, $11,200 in fixed assets for a microfilm/fiche reader/printer, 2 personal computers and 2 CD-ROM readers. Staff will coordinate the purchase of CD-ROM products with departments in the Hall of Justice to be compatible with each other's automation environment.

The Requested Budget of $318,359 in addition to requested reserves of $43,521, totals $361,880 as a budget requirement. In order to finance the $361,880, the Department is planning to use fund balance in the amount of $110,380. The fund balance will cover the revenue shortfall of $66,859 and the reserve of $43,521 to balance this budget.

CAO RECOMMENDATION

We concur with the Department's Requested Budget. Based on advice from the Auditor-Controller's office, as of FY94/95, this budget unit is no longer an Enterprise Fund but a Special Revenue Fund. As such, the Department will be able to use reserves within the budget unit.

SIGNIFICANT BUDGET CHANGES

The 2.0 full time equivalent staff members have streamlined their behind-the-scenes activities, primarily through the use of computer software programs, so they can adequately serve the legal needs of library patrons. Staffing is adequate to handle the activities of the Law Library.

CAO RECOMMENDATION

We concur with the department's requested budget. Based on advice from the Auditor-Controller's office, as of FY94/95, this budget unit is no longer an Enterprise Fund but a Special Revenue Fund. As such, the department will be able to use reserves within the budget unit.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the County Administrator's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

VALLEJO-BENICIA MUNICIPAL COURT
BUDGET 2050

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

NANCY PIANO
Court Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$2,441,178	$2,406,307	$0	$0	$0
SERVICES AND SUPPLIES	245,437	424,494	0	0	0
OTHER CHARGES	(397)	213,878	0	0	0
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	4,722	0	0	0	0
TOTAL APPROPRIATIONS	**$2,690,940**	**$3,044,679**	**$0**	**$0**	**$0**
REVENUE					
FINES,FORFEITURES AND PENALTY	$202,358	$190,310	$0	$0	$0
INTERGOVERNMENTAL REV STATE	666,444	574,687	0	0	0
CHARGES FOR SERVICES	404,687	363,624	0	0	0
MISC REVENUE	544	154,027	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$1,274,033**	**$1,282,648**	**$0**	**$0**	**$0**
NET COUNTY COST	**$1,416,907**	**$1,762,031**	**$0**	**$0**	**$0**
POSITIONS	**56**	**56**	**0**	**0**	**0**

MISSION STATEMENT

Municipal Court is of limited jurisdiction. The Court has original trial jurisdiction in criminal misdemeanor and infraction cases.

In addition, Municipal Court Judges preside over preliminary hearings in felony cases to determine whether there is reasonable and probable cause to hold a defendant for further proceedings in Superior Court. Recently the jurisdiction was expanded to enable Municipal Court Judges to accept pleas in felony cases.

CAO RECOMMENDATION

Due to the creation of a Trial Court Fund, this Budget Unit has been transferred to Budget Unit 6810, Fund 901.

VALLEJO-BENICIA MUNICIPAL COURT
BUDGET 6810

Fund: 901 TRIAL COURT FUNDING
Function: TRIAL COURTS
Activity: JUDICIAL

NANCY PIANO
Court Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$2,255,935	$2,255,935	$2,477,613
SERVICES AND SUPPLIES	0	0	545,506	545,506	508,316
OTHER CHARGES	0	0	367,268	367,268	367,268
F/A EQUIPMENT	0	0	0	0	17,190
TOTAL APPROPRIATIONS	**$0**	**$0**	**$3,168,709**	**$3,168,709**	**$3,370,387**
REVENUE					
FINES,FORFEITURES AND PENALTY	$0	$0	$141,250	$141,250	$141,250
INTERGOVERNMENTAL REV STATE	0	0	1,419,999	1,448,887	1,042,215
CHARGES FOR SERVICES	0	0	498,000	498,000	498,000
MISC REVENUE	0	0	0	0	50,000
OTHER FINANCING SOURCES	0	0	0	1,080,572	1,638,922
TOTAL REVENUE	**$0**	**$0**	**$2,059,249**	**$3,168,709**	**$3,370,387**
POSITIONS	**0**	**0**	**58**	**58**	**59.5**

MISSION STATEMENT

Municipal Court is of limited jurisdiction. The Court has original trial jurisdiction in criminal misdemeanor and infraction cases.

In addition, Municipal Court Judges preside over preliminary hearings in felony cases to determine whether there is reasonable and probable cause to hold a defendant for further proceedings in Superior Court. Recently the jurisdiction was expanded to enable Municipal Court Judges to accept pleas in felony cases.

MAJOR ACCOMPLISHMENTS IN FY93/94

Court Coordination

* Consolidation of the Vallejo Superior Court Clerk's Office with Vallejo-Benicia Municipal Court was a giant step in the direction of coordination. Vallejo Superior Court reopened immediately thereafter providing an avenue for judicial coordination. To date, judicial officers are regularly accepting cross-assignments between Vallejo Municipal and Superior Court Judges.

* Jury Services for Vallejo Municipal and Superior Court was consolidated under the Municipal Court Administrator.

* Automation - The integrated Justice System purchased by the County has successfully been installed in our Civil, Small Claims Division. The accounting module is installed in Criminal. We expect the case processing in Criminal to be installed shortly.

* Amnesty - The Amnesty Program originated two years ago. Last fiscal year Amnesty Collection totaled $94,363. To date this year our collections total $65,361, with a projected collection of $100,000 by the end of FY93/94. This program was successfully carried out with existing staff members, imposing virtually no cost to the County.

* Public Defender Reimbursement - This is a new program undertaken by VBMC. To date 2,765 cases have been billed, with $103,620 owing and $10,736 collected, which places our collection rate in excess of 10%. We still have a substantial number of cases to bill. VBMC is utilizing existing staff with the expectation of receiving a half-time interviewer in the near future. The program has been a monumental project to develop. We recently created an interface with our court automation system which will streamline procedures considerably. We feel very comfortable with the success of the program, but would suggest delaying any measurement of revenue into next fiscal year.

GOALS AND OBJECTIVES FOR FY94/95

* Access and improve the court's response to the present and future needs of the public.

* Continue development of court coordination.

* Identify and utilize technology that can assist in improving access to the Courts:

    * Fax filing
    * Continue use of electronic recording

* Investigate video recording

* Improve efficiency through staff and management development programs.

WORKLOAD INDICATORS

	1985/86	1986/87	1987/88	1988/89	1989/90	1990/91	1991/92	1992/93
FILING STATISTICS								
Traffic (Inf./Misd)	15,544	13,920	22,310	24,783	31,618	24,009	22,414	18,541
Civil/Small Claims	4,444	4,068	4,754	4,311	4,401	4,480	4,527	4,659
Crim'l(Fel./Misd./Inf.)	4,007	5,052	6,792	5,855	6,168	6,022	4,975	5,579
TOTALS	**23,995**	**23,040**	**33,856**	**34,949**	**42,187**	**34,511**	**31,916**	**28,779**

DEPARTMENTAL BUDGET REQUEST

As approved in the Trial Court Funding (TCF) Memorandum of Understanding (MOU), the Requested Budget includes an increase in expenditures of $212,026 or 7.2%, an increase in revenues of $559,426 or 37.3% and a reduction in Net County Cost (NCC) of ($347,400) or (23.8%) from FY93/94. Per the MOU, the increase in expenditures is due to four additional positions: 1 Data Entry Clerk, 1 Courtroom Clerk and 2 Legal Procedures Clerks and (2) A-87 costs.

The increase in revenues is due to the increase in the Court's allocation of TCF revenues of approximately $1 million.

CAO RECOMMENDATION

We concur with the Department's Requested Budget. Per the negotiated MOU, the Court has the flexibility to allocate its resources as it deems necessary. However, we have adjusted the revenues upwards (1) by $30,000 to reflect the Courts appropriate allocation of TCF, and (2) by $1 million to reflect the General Fund contribution to the Court. While it appears that this budget has no Net County Cost, this is misleading because the General Fund contribution is the Net County Cost. In addition, a portion of the Trial Court Funding the Court is now receiving, $412,065, was revenue to the General Fund in FY93/94. Accurately reflecting these changes, the proposed FY94/95 Net County Cost is $1.5 million, which is $35,777, or 2.5%, higher than FY93/94.

SIGNIFICANT BUDGET CHANGES

This budget includes two significant budget changes:

* Per the TCF MOU, the Courts will be allocated the full amount of TCF revenues for FY94/95. This is to assure that the full TCF goes toward court operation and the contribution from the General Fund is reduced.

* The court budgets have been separated from the General Fund and have been designated their own individual fund. This was done in order to isolate the General Fund contribution to court

operations and clearly delineate the revenue sources to the courts.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are three pending issues in this budget:

* Per the MOU, the courts will be allocated up to $7 million in State TCF revenues. However, if the State fails to allocate that amount (currently the Governor's Budget includes approximately $6.8 million to be allocated to the County) the General Fund would be required to make up the difference. As a result, we will continue to monitor this budget and keep the Board informed of any developments.

* Furthermore, a major policy issue which will impact the entire criminal justice system is the "3-Strikes and You're Out" legislation that was signed into law in 1994. Even though it is still too early to estimate the impact of this legislation, it could potentially increase costs substantially in prosecutions, defense, trials, and corrections. We will continue to monitor the system closely and report back to the Board of Supervisors when necessary.

* There is a possibility that the State will take over the full operations of the Courts. We are unsure what this will mean to the current allocation of County resources to the Courts; however, we will continue to monitor the State and report back to the Board of Supervisors at a later date.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget except for having to absorb the A-87 cost increases. However, this is required under the negotiated TCF MOU which gives the three courts a combined increase of $2 million over FY93/94.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* Decreased $406,672 in revenue from the Trial Court Fund Block Grant and increased the General Fund contribution by a corresponding amount. At the time of the Proposed Budget, the Governors' Budget and all of the related Budget Bills still had the TCF grant at the higher level;

* Increased salary and benefits to adjust for an omission of some operational costs by the Court in the Proposed Budget.

* Added a half-time Financial Interviewer position to screen the financial ability-to-pay of potential Public Defendants;

* Decreased expenditures in order for the department to absorb cost overruns in FY93/94 in the amount of $45,000.

* Increased revenue from the automation trust fund and warrants process trust fund to offset some of the expenditure increases.

CAPITAL CASES
BUDGET 2060

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

CHUCK RAMEY
Court Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$11,483	$163,651	$0	$0	$0
OTHER CHARGES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$11,483**	**$163,651**	**$0**	**$0**	**$0**
NET COUNTY COST	**$11,483**	**$163,651**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget was created to track the cost of special circumstance cases. In previous years the State reimbursed counties for the costs incurred for the defense of indigent defendants in capital cases. At present, no offsetting revenue is available from the State.

CAO RECOMMENDATION

Due to the creation of a special Trial Court Fund, this Budget Unit was transferred to Budget Unit 6830, Fund 901.

CAPITAL CASES
BUDGET 6830

Fund: 901 TRIAL COURT FUNDING
Function: TRIAL COURTS
Activity: JUDICIAL

CHUCK RAMEY
Superior Court
Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	0	0	0	100,000	100,000
TOTAL APPROPRIATIONS	**$0**	**$0**	**$0**	**$100,000**	**$100,000**
REVENUE					
INTERGOVERNMENTAL REV STATE	$0	$0	$0	$0	$0
OTHER FINANCING SOURCES	0	0	0	100,000	100,000
TOTAL REVENUE	**$0**	**$0**	**$0**	**$100,000**	**$100,000**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget was created to track the cost of special circumstance cases. In previous years the State reimbursed counties for the costs incurred for the defense of indigent defendants in capital cases. At present, no offsetting revenue is available from the State.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not applicable.

GOALS & OBJECTIVES FOR FY94/95

Continue to closely monitor and scrutinize the costs in this budget.

WORKLOAD INDICATORS

No indicators were submitted by the time of this writing by the Department. However, of 29 murder cases pending as of May 1994, eight of them were special circumstances cases. The death penalty was being sought in five of those cases and an announcement was pending on two additional cases.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget includes an increase in expenditures and Net County Cost of $44,236 or 80%, over FY93/94. This is due to a dramatic increase in special circumstance cases in FY93/94 which has resulted in additional investigator, expert witness, and other related costs to provide a constitutionally acceptable defense. However, due to a glitch in the system, the Requested Budget was omitted but it is reflected in the Proposed Budget.

CAO RECOMMENDATION

We recommend approval of the Requested Budget.

SIGNIFICANT BUDGET CHANGES

The significant change is the large increase in special circumstances cases in the County.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as approved.

SUPERIOR COURT
BUDGET 2080

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

CHUCK RAMEY
Court Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$3,119,571	$3,016,478	$0	$0	$0
SERVICES AND SUPPLIES	958,891	1,119,377	0	0	0
OTHER CHARGES	(90)	469,078	0	0	0
F/A BLDGS AND IMPRMTS	0	893	0	0	0
F/A EQUIPMENT	51,145	49,868	0	0	0
OTHER FINANCING USES	0	0	0	0	0
INTRA-FUND TRANSFERS	(5,239)	0	0	0	0
TOTAL APPROPRIATIONS	**$4,124,278**	**$4,655,694**	**$0**	**$0**	**$0**
REVENUE					
FINES,FORFEITURES AND PENALTY	$10,373	$5,420	$0	$0	$0
INTERGOVERNMENTAL REV STATE	1,621,572	1,454,588	0	0	0
INTERGOVERNMENTAL REV FEDERAL	54,313	67,231	0	0	0
CHARGES FOR SERVICES	539,341	426,422	0	0	0
MISC REVENUE	445	4,053	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$2,226,044**	**$1,957,714**	**$0**	**$0**	**$0**
NET COUNTY COST	**$1,898,234**	**$2,697,980**	**$0**	**$0**	**$0**
POSITIONS	**79.5**	**69.6**	**0**	**0**	**0**

MISSION STATEMENT

The mission of the Superior Court, as articulated in the Court's Personnel Plan, is to provide the citizens of Solano County and the General Public, with prompt, courteous, equitable, and accessible court services.

In pursuit of this mission, the Court is mandated to provide trial by jury in all criminal cases and civil cases in which there is a demand by at least one party, and do so under specific statutory timelines. Likewise, the Court must hear all juvenile cases within specific timelines under State law, and prior to any order, investigate all petitions for conservatorship and guardianship filed in the Court. Finally, the court must maintain a state mandated aggressive Civil Delay Reduction Program to expedite the disposition of civil cases filed within the court.

CAO RECOMMENDATION

Due to the creation of a special Trial Court Fund, this Budget Unit has been transferred to Budget Unit 6840, Fund 901.

SUPERIOR COURT
BUDGET 6840

Fund: 901 TRIAL COURT FUNDING
Function: TRIAL COURTS
Activity: JUDICIAL

CHUCK RAMEY
Court Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$3,402,209	$3,566,416	$3,476,416
SERVICES AND SUPPLIES	0	0	1,169,221	1,171,546	1,171,546
OTHER CHARGES	0	0	643,000	643,000	643,000
F/A BLDGS AND IMPRMTS	0	0	125,000	85,000	85,000
F/A EQUIPMENT	0	0	41,923	47,000	47,000
TOTAL APPROPRIATIONS	**$0**	**$0**	**$5,381,353**	**$5,512,962**	**$5,422,962**
REVENUE					
FINES,FORFEITURES AND PENALTY	$0	$0	$4,000	$4,000	$4,000
INTERGOVERNMENTAL REV STATE	0	0	2,486,354	3,396,535	2,465,935
INTERGOVERNMENTAL REV FEDERAL	0	0	65,000	195,000	195,000
CHARGES FOR SERVICES	0	0	449,700	449,700	449,700
MISC REVENUE	0	0	25,520	25,520	40,520
OTHER FINANCING SOURCES	0	0	0	1,442,207	2,267,807
TOTAL REVENUE	**$0**	**$0**	**$3,030,574**	**$5,512,962**	**$5,422,962**
POSITIONS	**0**	**0**	**82**	**82**	**91**

MISSION STATEMENT

The mission of the Superior Court, as articulated in the Court's Personnel Plan, is to provide the citizens of Solano County and the General Public, with prompt, courteous, equitable, and accessible court services.

In pursuit of this mission, the Court is mandated to provide trial by jury in all criminal cases and civil cases in which there is a demand by at least one party, and do so under specific statutory timelines. Likewise, the Court must hear all juvenile cases within specific timelines under State law, and prior to any order, investigate all petitions for conservatorship and guardianship filed in the Court. Finally, the Court must maintain a state mandated aggressive Civil Delay Reduction Program to expedite the disposition of civil cases filed within the Court.

MAJOR ACCOMPLISHMENTS IN FY93/94

FY93/94 (and the preceding six months) were fiscally and operationally one of the most difficult in the Court's history. Due to budget constraints the Court was forced to reduce its staff by (14.5%), including leaving a Juvenile Commissioner vacant for twelve months and layoff of the support staff. This occurred at a time when the Court's Juvenile delinquency caseload has grown by 51% since 1989, and all the areas of the Court's mandated responsibilities were unrelenting in their demands.

Nonetheless, the Court is proud of its accomplishments during this difficult time. These include the following new procedures, programs and innovations developed in an effort to increase administrative efficiency and judicial effectiveness.

* Video Recording of Verbatim Record: The Court successfully implemented video recording in the family law departments at an annual savings of $60,000.

* Family Law Mediation Orientation Program: Established an orientation program for parents prior to going into child custody mediation. The program appears to be effective in encouraging mutual resolution of child custody disputes through mediation and costs $25 per party.

* Voluntary Jury Fee Waiver Program: Installed a jury fee waiver program in which trial jurors may elect to waive their per diem fee for service. This is one of the first programs of its kind in the State, and generates $15,000 to $20,000 per year in savings.

* Consolidation of the Superior Court Clerk Branch Office with the VBMC Clerk: This consolidation enabled the elimination through attrition of one staff position in the Vallejo Branch office, and helped meet the goal of one site filing, with improvement in the delivery of services to the public and the bar.

* Cost Recovery Program for Indigent Criminal & Juvenile Defense in the Superior Court: In cooperation with County Counsel, and using existing staff, the Court implemented a hearing officer and cost assessment procedure to recover costs of defense provided by the Public Defender. This program is based on ability to pay, and includes entering of a judgment by the Court assessing such costs. The collection function is managed by County Counsel. The total amount in judgments rendered as of March 1994 is $32,187,

and $3,433 has been collected (just over 10%). Since the program took longer to implement in the Juvenile Court and parents have a greater ability to pay, we expect the collection to improve in the coming fiscal year.

* Automated Case Management (Blackstone): Continued implementation of the new online automated case management system. This included bringing live the civil, probate, family law and mental health programs integrated with a comprehensive accounting system for cash receipts and collection of fees, fines and forfeitures. The criminal component is expected to go live in July of this year.

* Clerk Office Reorganization: With cooperation from the CAO, and Human Resources, the Court successfully reorganized it's Clerk's Office with the goal of creating more efficient and effective delivery of services to the bar, public and bench.

  The old "task based" structure (Document Processing & Records) was abandoned and replaced with units based on "function", creating four units (Criminal, Civil/Probate, Family Law, and Juvenile). Lead Legal Procedures Clerks were created in each unit to provide close guidance for the unit, yet maintain a broad span of control and philosophy that gives greater responsibility, freedom and accountability at the line level. This cost no more than $5,000, provided internal promotional opportunity, and has been met with praise from the public and bar.

* Managed without the Juvenile Commissioner: Between April 1993 and April 1994, the Court struggled to handle its dramatic juvenile caseload without a Juvenile Commissioner. This was accomplished as a result of great effort by the judges of the Court, and the cooperation of all the agencies involved. With the recent Trial Court Funding Agreement, this position is being restored and is expected to be operational by mid April 1994.

GOALS & OBJECTIVES FOR FY94/95

Following are the Courts goals and objectives for FY94/95 within each of its major divisions.

Court Operations & Services

* Begin the use of CD-Rom PC technology for judicial libraries and that of the Staff Attorney unit.

* Implement an alternative dispute resolution program including development of a plan for an RFP and letting of a contract by the Board of Supervisors for community based services. This program will be focused on the following: a) mediation of "non child custody" issues in family law cases, b) mediation of "general civil" disputes in which the civil fast track judge deems such referral workable, and c) integration of the Court's arbitration program.

* Complete the installation of the Court's automated case management system for the criminal and juvenile functions within the Courts.

* Capital Projects - Complete the small projects to refurbish the family law Courts, as well as upgrade and make repairs in Courtroom 203.

Clerk of Court Services

* Within jury services, implement a program for follow up of all nonresponsive prospective jurors.

* Implement a comprehensive records management and file purge program (including file purge, records destruction, microfilming, and management of reporters notes).

WORKLOAD INDICATORS

Superior Court Workload Statistics

	1985/86	1986/87	1987/88	1988/89	1989/90	1990/91	1991/92	1992/93
Filing Statistics								
Probate & Guardianship	743	830	751	691	776	680	694	727
Family Law	2,224	2,186	2,447	2,271	2,498	2,411	2,532	2,295
P.I. & P.D.	888	1,067	1,122	1,219	990	1,069	1,058	704
Eminent Domain	1	3	0	7	71	23	17	7
Other Civil Complaints	1,685	1,736	558	614	602	653	726	642
Other Civil Petitions	592	829	2,090	1,693	1,987	2,029	2,710	3,234
Mental Health	67	121	224	307	316	282	268	286
Juvenile 600	1,684	1,805	2,017	1,933	2,680	2,894	3,801	4,043
Juvenile 300	664	345	429	439	493	308	299	333
Criminal	817	1,030	1,426	1,689	1,632	1,793	2,194	1,921
Appeals	148	174	232	175	188	134	215	234
Habeas Corpus	798	1,358	448	243	195	180	288	293
TOTALS	**10,311**	**11,484**	**11,744**	**11,281**	**12,428**	**12,456**	**14,802**	**14,719**

DEPARTMENTAL BUDGET REQUEST

As approved in the Trial Court Funding (TCF) Memorandum of Understanding (MOU), the Requested Budget includes an increase in expenditures of $797,359, or 17.4%, an increase in revenues of $670,870, or 28.4%, which leads to an increase in Net County Cost (NCC) of $126,489, or 5.7%, over FY93/94. The increase in expenditures is due to (1) an additional Juvenile Commissioner with support staff approved in FY93/94, (2) additional positions added per the MOU, (3) increase in A-87 costs, and (4) fixed assets.

The increase in revenues is due to the an increase in this Courts allocation of TCF revenues of approximately $900,000.

The Requested Budget includes $169,000 for fixed assets (1) $80,000 to complete the remodel of the counter and work areas within the Clerks Office, (2) $45,000 for remodel of the Family Law Court, (2) $8,240 for 16 replacement and additional automatic (electric) stamping machines to file stamp all documents received in the Clerk's Office, (3) $9,000 to replace two old/faulty public announcement systems and (4) $21,683 for 2 micro-computers, 1 IBM Terminal, 7 HP Terminals, 3 DiskJet printers and 1 Laser Jet printer.

CAO RECOMMENDATION

We concur with the Department's Requested Budget. Per the negotiated MOU, the Court has the flexibility to allocate its resources as it deems necessary. However, we have made the following increases from the Requested Budget to:

* Increase expenditures by $131,612 to reflect the costs of a full Judicial Referee with support staff approved by the Board in May 1994 to handle an increasing Juvenile and Family Support calendar

* Increase revenues by $2.4 million to reflect the appropriate allocation of Trial Court Funding, reimbursements from Probation and Family Support for the Judicial Referee and to reflect its General Fund contribution.

While it appears that this budget has no Net County Cost, this is misleading because the General Fund contribution is the Net County Cost. In addition, a portion of the Trial Court Funding the Court is receiving, $980,047, was revenue to the General Fund in FY93/94. Accurately reflecting these changes, the proposed FY94/95 Net County Cost is $2.4 million which is $197,964 or 8.9% higher than FY93/94.

SIGNIFICANT BUDGET CHANGES

This budget includes two significant budget changes:

* Per the TCF MOU, the Courts will be allocated the full amount of TCF revenues for FY94/95. This is to assure that the full TCF goes toward Court operation and the contribution from the General Fund is reduced.

* The Court budgets have been separated from the General Fund and have been designated their own fund. This was done in order to isolate the General Fund contribution to Court operations and clearly delineate the revenue sources to the Courts.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are three pending issues in this budget:

* Per the MOU, the Courts will be allocated up to $7 million in State TCF revenues. However, if the State fails to allocated that amount (currently the Governor's Budget includes approximately $6.8 million to be allocated to the County) the General Fund would be required to make up the difference. As a result, we will continue to monitor this budget and keep the Board informed of any developments.

* There is a possibility that the State will take over the full operation of the Courts. We are unsure what this will mean to the current allocation of County resources to the Courts. However, we will continue to monitor the State and report back to the Board of Supervisors when necessary.

* Furthermore, a major policy issue which will impact the entire criminal justice system is the "3-Strikes and You're Out" legislation that was signed into law in 1994. Even though it is still too early to estimate the impact of this legislation, it could potentially increase costs substantially in prosecutions, defense, trials, and corrections. We will continue to monitor the system closely and report back to the Board of Supervisors when necessary.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* Decreased $930,000 in revenue from the Trial Court Funding Block Grant and increased the General Fund contribution by a corresponding amount to reflect a reduction in the TCF block grant per the final State Budget. At the time of the Proposed Budget, the Governor's Budget and all of the related Budget Bills still had the TCF grant at the higher level.

* At the Department's request, decreased the County contribution by $105,000 to deal with the reduction in State Trial Court Funding revenues, and increase salary savings by $50,000 and other revenue by $15,000 to balance the Budget.

CHANGE OF VENUE CASES
BUDGET 2088

Fund: 001GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

CHUCK RAMEY
Court Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$8,538	$0	$0	$55,941
SERVICES AND SUPPLIES	0	79,755	0	0	114,055
F/A BLDGS AND IMPRMTS	0	19,426	0	0	50,000
TOTAL APPROPRIATIONS	**$0**	**$107,719**	**$0**	**$0**	**$219,996**
REVENUE					
INTERGOVERNMENTAL REV OTHER	0	83,342	0	0	219,996
TOTAL REVENUE	**$0**	**$83,342**	**$0**	**$0**	**$219,996**
NET COUNTY COST	**$0**	**$24,377**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This is a special budget set up exclusively to track expenditures and reimbursements of the Trinity County change of venue case. Superior Court manages this budget.

CAO RECOMMENDATION

There were no projections available for expenditures and revenues at the time of this writing. However, this budget is totally revenue offset and will not impact the General Fund nor Superior Court operations.

SIGNIFICANT BUDGET CHANGES

This budget will be deleted at the completion of the Trinity County "change of venue" trial.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

Not applicable.

FINAL BOARD ACTION

At the time of the writing of the Proposed Budget, the budget requirements for FY94/95 were not yet available. Since then, the Superior Court has submitted a budget that is completely reimbursed from the State. The Board approved the following expenditures.:

* $55,941 in salary and benefits of Court and Sheriff personnel to service the trial;

* $114,055 in various services and supplies expenditures primarily for jury fees and expert witnesses;

* $50,000 in fixed assets to reconfigure a court room to handle the Trinity County trial.

NORTHERN SOLANO MUNICIPAL COURT
BUDGET 2100

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

DENNIS GRAVELLE
Court Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$3,207,200	$3,080,212	$0	$0	$0
SERVICES AND SUPPLIES	342,619	1,166,517	0	0	0
OTHER CHARGES	973	304,431	0	0	0
F/A EQUIPMENT	926	16,191	0	0	0
OTHER FINANCING USES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$3,551,718**	**$4,567,351**	**$0**	**$0**	**$0**
REVENUE					
FINES,FORFEITURES AND PENALTY	$416,615	$502,296	$0	$0	$0
INTERGOVERNMENTAL REV STATE	944,597	934,616	0	0	0
INTERGOVERNMENTAL REV FEDERAL	0	0	0	0	0
CHARGES FOR SERVICES	871,090	892,905	0	0	0
MISC REVENUE	47,938	93,016	0	0	0
OTHER FINANCING SOURCES	0	12,711	0	0	0
TOTAL REVENUE	**$2,280,240**	**$2,435,544**	**$0**	**$0**	**$0**
NET COUNTY COST	**$1,271,478**	**$2,131,807**	**$0**	**$0**	**$0**
POSITIONS	**72**	**71**	**0**	**0**	**0**

MISSION STATEMENT

Under the leadership of the Presiding Judge and Clerk-Administrator, the mission of the Northern Solano Municipal Court Staff is to meet legally mandated responsibilities, to provide efficient, daily operational support to the Municipal Court Bench; to provide prompt, efficient service to the public, and to provide professional management for the Court under the policy directive provided by the Judiciary of this Department.

CAO RECOMMENDATION

Due to the creation of a special Trial Court Fund, this Budget Unit has been transferred to Budget Unit 6850, Fund 901.

NORTHERN SOLANO MUNICIPAL COURT
BUDGET 6850

Fund: 901 TRIAL COURT FUNDING
Function: TRIAL COURTS
Activity: JUDICIAL

DENNIS GRAVELLE
Court Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$3,644,444	$3,644,444	$3,683,477
SERVICES AND SUPPLIES	0	0	1,260,165	1,260,165	1,250,165
OTHER CHARGES	0	0	327,821	327,821	327,821
F/A EQUIPMENT	0	0	30,300	30,300	38,932
TOTAL APPROPRIATIONS	**$0**	**$0**	**$5,262,730**	**$5,262,730**	**$5,300,395**
REVENUE					
FINES,FORFEITURES AND PENALTY	$0	$0	$426,708	$426,708	$426,708
INTERGOVERNMENTAL REV STATE	0	0	945,000	2,115,838	1,533,194
CHARGES FOR SERVICES	0	0	865,000	865,000	865,000
MISC REVENUE	0	0	20,100	20,100	20,100
OTHER FINANCING SOURCES	0	0	0	1,835,084	2,455,393
TOTAL REVENUE	**$0**	**$0**	**$2,256,808**	**$5,262,730**	**$5,300,395**
POSITIONS	**0**	**0**	**82**	**82**	**82**

MISSION STATEMENT

Under the leadership of the Presiding Judge and Clerk-Administrator, the mission of the Northern Solano Municipal Court Staff is to meet legally mandated responsibilities, to provide efficient, daily operational support to the Municipal Court Bench; to provide prompt, efficient service to the public, and to provide professional management for the Court under the policy directive provided by the Judiciary of this Department.

MAJOR ACCOMPLISHMENTS IN FY93/94

* After undergoing unprecedented staff reductions in 1993-94 F.Y., the staff of NSMC converted all manual accounting procedures in our Criminal Division onto the new Blackstone Case Processing System.

* The Northern Solano Municipal Court will operate within its budget limitations and will maintain our highly efficient case processing rate which is recognized statewide as a major example of efficiency.

* Our staff will also implement new policies pertaining to newly enacted "Three Strikes and You Are Out" legislation.

* During FY93/94, NSMC provided judicial and staff assistance to the Superior Court of Solano County.

* We are continuing to work patiently with the Blackstone System and we are hopeful that the countywide completion date of this project is achieved close to June 30, 1994.

GOALS AND OBJECTIVES FOR FY94/95

Our goals for 1995 are:

* To facilitate any mandated changes required by SCA 3 in an efficient manner upon passage of the Constitutional Amendment to consolidate the Courts.

* To work with all other Courts in the implementation of the Blackstone Case Processing System which is scheduled to be completed this summer.

* To continue to manage all NSMC Budgeting and Fiscal Programs in this Court efficiently.

* To continue our excellent record in case processing/disposition throughout FY94/95.

* To work closely with the CAO on all matters pertaining to Departmental and County responsibilities.

WORKLOAD INDICATORS

Northern Solano Muni Court Statistics

	1987/88	1988/89	1989/90	1990/91	1991/92	1992/93
Filings Statistics						
Felonies	1,664	1,762	1,768	1,862	2,074	2,084
Group A /1	4,202	4,189	4,913	4,177	3,848	4,035
Group B /2	888	915	844	798	483	598
Infractions						
Misc	409	521	179	439	467	283
Group C /3	2,062	2,367	2,828	2,684	1,742	1,549
Group D /4	4,692	6,909	9,364	10,357	9,174	8,481
Traffic	57,944	63,642	83,298	92,117	75,130	55,941
Small Claims	2,425	1,976	2,062	2,147	2,273	2,284
Civil	2,929	4,738	5,845	4,692	2,786	2,763
Parking	8,494	1,517	240	372	263	614
TOTAL	85,709	88,536	111,341	119,645	98,240	78,632

/1 All Penal Code Misd. violations, excluding Fish & Game and minor intoxication
/2 Other Misd. cases, including Fish & Game and intoxication
/3 The most serious vehicle code Misd. cases, including DUI, wreckless driving, Driving Under the Influence of Drugs, etc.
/4 All other traffic Misd. cases - Driving on Suspended License, etc.

DEPARTMENTAL BUDGET REQUEST

The overall Department Budget Request for the Northern Solano Municipal Court was approved in the Trial Court Funding Program. Our total expenditures requested are $5,262,730 which includes an increase in expenditure of $671,413, or 14.6%, in revenues of $27,208, or 1.2% and an increase in Net County Cost (NCC) of $644,205 or 27.3% over the FY93/94 approved budget. This is within TCF Negotiated Budget Limits.

This budget includes twelve (12) new positions; however six (6) of the positions pertain to reinstating one (1) limited term position and five (5) positions eliminated or left vacant due to the prior year budget reductions.

NSMC absorbed all Workers Comp. and Liability Insurance increases, and increases in A-87 and Data Processing as requested by the County Administrator for FY 1994-95.

In spite of our increased State funding, NSMC is not requesting significant new capital projects, or major fixed asset purchases. The Services and Supplies budget for 94-95 F.Y. is within 5% of the 93-94 budget.

CAO RECOMMENDATION

We concur with the Department's Requested Budget. Per the negotiated MOU, the Court has the flexibility to allocate its resources as it deems necessary. However, we have adjusted the revenues upwards by approximately (1) $1.2 million, to reflect the Courts appropriate allocation of TCF, and (2) $1.8 million to reflect General Fund contributions to the County.

While it appears that this budget has no Net County Cost, this is misleading because the General Fund contribution is the Net County Cost. In addition, a portion of the Trial Court Funding the Court is receiving ($575,880) was revenue to the General Fund in FY93/94. Accurately reflecting these changes, the proposed FY94/95 Net County Cost is $2.4 million which is $48,547 or 2.1% higher than FY93/94.

SIGNIFICANT BUDGET CHANGES

This budget includes two significant budget changes:

* Per the TCF MOU, the Courts will be allocated the full amount of TCF revenues for FY94/95. This is to assure that the full TCF goes toward Court operation and the contribution from the General Fund is reduced.

* The Court budgets have been separated from the General Fund and have been designated their own individual fund. This was done in order to isolate the General Fund contribution to Court operations and clearly delineate the revenue sources to the Courts.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are three pending issues in this budget:

* Per the MOU, the Courts will be allocated up to $7 million in State TCF revenues. However, if the State fails to allocated that amount (currently the Governor's Budget includes approximately $6.8 million to be allocated to the County) the General Fund would be required to make up the difference. As a result, we will continue to monitor this budget and keep the Board informed of any developments.

* There is a possibility that the State will take over the full operation of the Courts. We are unsure what this will mean to the current allocation of County resources to the Courts. However, we will continue to monitor the State and report back to the Board of Supervisors when necessary.

* Furthermore, a major policy issue which will impact the entire criminal justice system is the "3-Strikes and You're Out" legislation that was signed into law in 1994. Even though it is still too early to estimate the impact of this legislation, it could potentially increase costs substantially in prosecutions, defense, trials, and corrections. We will continue to monitor the system closely and report back to the Board of Supervisors when necessary.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $37,665 from the Fund Balance Incentive Program with the following change:

* Decreased $582,644 in revenue for the Trial Court Funding Block Grant and increased the General Fund contribution by a corresponding amount to reflect a reduction in the TCF block grant per the final State Budget. At the time of the Proposed Budget, the Governors' Budget and all of the related Budget Bills still had the TCF grant at the higher level.

COURT APPOINTED ATTORNEYS
BUDGET 2140

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

DENNIS GRAVELLE
NANCY PIANO
CHUCK RAMEY,
Court Executive Officers

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$966,785	$1,056,259	$0	$0	$0
OTHER CHARGES	0	11,244	0	0	0
TOTAL APPROPRIATIONS	**$966,785**	**$1,067,503**	**$0**	**$0**	**$0**
REVENUE					
CHARGES FOR SERVICES	$1,810	$133	$0	$0	$0
MISC REVENUE	0	0	0	0	0
TOTAL REVENUE	**$1,810**	**$133**	**$0**	**$0**	**$0**
NET COUNTY COST	**$964,975**	**$1,067,370**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

CAO RECOMMENDATION

Due to the creation of a special Trial Court Fund, this Budget Unit has been transferred to Budget Unit 6860, Fund 901.

COURT APPOINTED ATTORNEYS
BUDGET 6860

Fund: 901 TRIAL COURT FUNDING
Function: PUBLIC PROTECTION
Activity: JUDICIAL

DENNIS GRAVELLE
NANCY PIANO
CHUCK RAMEY,
Court Executive Officers

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$0	$0	$945,386	$945,386	$945,386
OTHER CHARGES	0	0	11,244	11,244	11,244
TOTAL APPROPRIATIONS	**$0**	**$0**	**$956,630**	**$956,630**	**$956,630**
REVENUE					
CHARGES FOR SERVICES	$0	$0	$787	$787	$787
MISC REVENUE	0	0	1,127	1,127	1,127
OTHER FINANCING SOURCES	0	0	0	954,716	954,716
TOTAL REVENUE	**$0**	**$0**	**$1,914**	**$956,630**	**$956,630**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget provides funds to pay the cost of indigent defense for cases involving multiple defendants. In addition, this budget includes the cost for private counsel appointed to represent minor children in juvenile dependency cases.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not applicable.

GOALS AND OBJECTIVES FOR FY94/95

Our office intends to work with the Courts, Public Defender, Conflict Public Defender and local bar association to implement a program to reduce the costs of this budget.

WORKLOAD INDICATORS

No indicators were submitted for this budget. The reason is that currently no consistent case tracking method exists among the three Courts and public defense. As a result, we will work with the departments to implement consistent and reliable workload indicators.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget includes no change from FY93/94. This is due to the constant level of activity in this budget over the last several years.

CAO RECOMMENDATION

We recommend approval of the Requested Budget. However, we have adjusted the budget to reflect the General Fund contribution of $954,716 for FY94/95. While it appears that this budget has no Net County Cost, this is misleading because the General Fund contribution **is** the Net County Cost. Therefore, the Net County Cost for FY94/95 is $954,716 which is the same as in FY93/94.

SIGNIFICANT BUDGET CHANGES

The only significant budget change is that this budget along with Court budgets has been separated from the General Fund and have been designated their own individual fund. This was done in order to isolate the General Fund contribution to Court operations and clearly delineate the revenue sources to the Courts.

PENDING ISSUES AND POLICY CONSIDERATIONS

Over the next several months, we will work with the Courts, Public Defender, Conflict Public Defender and private bar to review private representation costs and analyze various alternatives to try to reduce these costs, including:

* Increasing staff to the Conflict Public Defender in order to be able to handle more cases with County staff and not pay for private representation;

* Separating adult from juvenile dependency cases and establishing different cost containment strategies and programs;

* Developing a request-for-proposal (RFP) process by which the County would solicit bids for private representation;

* Developing a uniform fee schedule differentiated by type of case to provide reimbursements for these costs.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Heads concur with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

GRAND JURY
BUDGET 2400

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

CHUCK RAMEY
Superior Court
Executive Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$0	$0	$0
SERVICES AND SUPPLIES	16,407	15,648	14,930	13,155	13,155
OTHER CHARGES	0	16,984	22,623	22,623	22,623
TOTAL APPROPRIATIONS	**$16,407**	**$32,632**	**$37,553**	**$35,778**	**$35,778**
REVENUE					
MISC REVENUE	0	0	0	0	0
TOTAL REVENUE	**$0**	**$0**	**$0**	**$0**	**$0**
NET COUNTY COST	**$16,407**	**$32,632**	**$37,553**	**$35,778**	**$35,778**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

The Grand Jury, an investigative body, is empowered to inquire into public offenses within the County, examine fiscal and management practices in County departments, cities and special districts within the County, and investigate allegations of misconduct of any public offices within the County. The nineteen Grand Jury members are selected annually by the Superior Court and report to the Presiding Judge.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not applicable.

GOALS AND OBJECTIVES FOR FY94/95

None were submitted by Superior Court. However, the Grand Jury provides an annual report to the Board and the public with all their recommendations and findings.

WORKLOAD INDICATORS

Not Applicable

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects an increase in expenditures and Net County Cost (NCC) of $2,338, or 6.6%, over FY93/94. This is due to the increase in Countywide A-87 overhead costs.

CAO RECOMMENDATION

The Proposed Budget reflects a slight increase of $563, or 1.6%, in expenditures and NCC over FY93/94. Several services and supply expenditures including, travel, other professional services and personal mileage were reduced in order to keep a status quo budget. While this might restrict some of the flexibility of the Grand Jury to travel, we don't anticipate a major problem because over the last several years actual travel expenditures have been less than budgeted.

SIGNIFICANT BUDGET CHANGES

There are no changes in this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no issues pending.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

DISTRICT ATTORNEY
BUDGET 2450

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

DAVE PAULSON
District Attorney

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$4,810,571	$4,476,527	$0	$0	$0
SERVICES AND SUPPLIES	695,526	650,770	0	0	0
OTHER CHARGES	4,500	266,711	0	0	0
F/A EQUIPMENT	66,077	9,284	0	0	0
INTRA-FUND TRANSFERS	0	0	0	0	0
TOTAL APPROPRIATIONS	**$5,576,674**	**$5,403,292**	**$0**	**$0**	**$0**
REVENUE					
TAXES	$0	$0	$0	$0	$0
FINES,FORFEITURES AND PENALTY	307,524	193,028	0	0	0
INTERGOVERNMENTAL REV STATE	820,848	2,608,068	0	0	0
INTERGOVERNMENTAL REV FEDERAL	0	0	0	0	0
INTERGOVERNMENTAL REV OTHER	48,564	63,952	0	0	0
CHARGES FOR SERVICES	114,926	164,459	0	0	0
MISC REVENUE	163,873	61,467	0	0	0
OTHER FINANCING SOURCES	0	18,332	0	0	0
TOTAL REVENUE	**$1,455,735**	**$3,109,306**	**$0**	**$0**	**$0**
NET COUNTY COST	**$4,120,939**	**$2,293,986**	**$0**	**$0**	**$0**
POSITION	**80.75**	**79.55**	**0**	**0**	**0**

MISSION STATEMENT

The mission of the Criminal Division of the Solano County District Attorney's office is to prosecute all crimes which occur in Solano County, consistent with provisions of law, ethical duties and responsibilities and in the interest of justice.

CAO RECOMMENDATION

Due to the creation of a special Public Safety Fund, this Budget Unit has been transferred to Budget Unit 6500, Fund 900.

DISTRICT ATTORNEY
BUDGET 6500

Fund: 900 PUBLIC SAFETY
Function: PUBLIC SAFETY
Activity: JUDICIAL

DAVE PAULSON
District Attorney

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$4,991,889	$5,144,695	$5,121,838
SERVICES AND SUPPLIES	0	256	960,786	989,987	1,007,743
OTHER CHARGES	0	0	400,014	400,014	400,014
F/A EQUIPMENT	0	0	20,500	20,500	20,500
INTRA-FUND TRANSFERS	0	0	0	54,304	54,304
TOTAL APPROPRIATIONS	**$0**	**$256**	**$6,373,189**	**$6,609,500**	**$6,604,399**
REVENUE					
FINES,FORFEITURES AND PENALTY	$0	$0	$191,417	$191,417	$191,417
INTERGOVERNMENTAL REV STATE	0	0	3,065,653	3,397,909	3,392,808
INTERGOVERNMENTAL REV OTHER	0	0	91,562	91,562	91,562
CHARGES FOR SERVICES	0	0	172,536	172,536	172,536
MISC REVENUE	0	0	6,000	6,000	6,000
OTHER FINANCING SOURCES	0	0	0	2,750,076	2,750,076
TOTAL REVENUE	**$0**	**$0**	**$3,527,168**	**$6,609,500**	**$6,604,399**
POSITIONS	**0**	**0**	**91.3**	**90.3**	**92.3**

MISSION STATEMENT

The mission of the Criminal Division of the Solano County District Attorney's Office is to prosecute all crimes which occur in Solano County, consistent with provisions of law, ethical duties and responsibilities and in the interests of justice.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Helped initiate the development of Solano County M/CAP (Children's Comprehensive Action Program); virtually every agency (public and private) which provides services to children now participates in Solano County M/CAP.

* Developed Bad Check Restitution Program; at no cost to taxpayers, this program has returned almost $30,000 to merchants and decreased criminal filings and resultant Court proceedings.

* Instituted new policy on prosecution of domestic violence cases (increased prosecution from 25% to over 80% of cases referred by police agencies).

* Established a special investigations and prosecution unit to handle all cases involving workers' compensation insurance fraud and automobile insurance fraud.

* Initiated $1 per registration DMV fee to fund prosecution of vehicle theft cases and fund development of a county-wide warrant system.

* Using Proposition 172 funds, restored four (4) attorney positions.

* Participated in on-going efforts to coordinate and improve services provided by various agencies and departments within the criminal justice system.

GOALS AND OBJECTIVES FOR FY94/95

* Restore staffing levels and levels of service to those of fiscal year 1991/1992; using Proposition 172 funds, add prosecutors, investigators, and support staff necessary to fulfill mission.

* Increase security of employees by making minor physical improvements in both Fairfield and Vallejo offices and by providing training to staff.

* Continue to improve communication between various law enforcement agencies and between criminal justice agencies and County departments.

* Continue to improve cost effectiveness of services; reduce costs, increase revenue as possible, consistent with mission.

* Continue to provide leadership within law enforcement and in Solano County with regard to community attitude toward violent crime and juvenile crime; continue to work with other criminal justice agencies to improve quality of juvenile justice.

WORKLOAD INDICATORS

	CY1992	CY1993	FY93/94
Case Filings			
Murder	18	22	na
death penalty	0	5	na
Felony	3283	3053	na
Misdemeanor /1	12384	10927	na
Juvenile	3790	3297	na
Superior Court	2020	1858	na
Attorney Workload per Deputy			
Felony Municipal Court	na	na	610
Felony Superior Court	na	na	229
Misdemeanor	na	na	2732
Special Prosecution Unit /2	na	na	40
Juvenile	na	na	825

/1 Does not include direct-filed misdemeanor cases which are resolved at "fast-track" (est. at 5,000 minimum).
/2 These are sexual assault, prison, and narcotic cases.
/3 This is rough data given to us by the department and will be evaluated further by our office and an intern over the summer.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects an increase of $1,132,109, or 21.6%, in expenditures, $564,689 or 19.1% in revenues and $567,420 (24.9%) in Net County Costs for FY94/95. Essentially, the Requested Budget maintains all current programs, adds new programs and enhances current programs in order to fulfill mission. This increase is mainly due to increases in salaries and benefits for new positions and full year funding for the positions restored as a result of passage of Proposition 172.

In addition, the Department is requesting $20,500 in fixed assets for (1) two personal computers for the new clerk positions, (2) one bullet proof vest for the new investigator position, (3) two printers and (4) one microfilm reader/printer machine.

The Requested Budget calls for an increase of 9.5 new positions:

* 2 Deputy DAs - For the gang prosecution unit to handle all adult and juvenile gang-related offenses; 1 Deputy DA and 1 Data Entry Clerk for the Vallejo-Benicia "Fast-Track" program; 1 Criminal Investigator to work on child abduction investigations and handle cases involving allegations of child stealing and violations of custody orders; 2 Clerical Support Specialists - to increase support for the Criminal Investigations Unit and Solano Narcotic Enforcement Team (Sol-NET); 1 Legal Procedures Clerk to increase clerical support for Northern Solano Municipal Court unit.; .5 Investigative Assistant to increase investigative assistance to serve civilian

subpoenas; 1 Records Clerk to microfilm active files; increased prison prosecution unit (Criminal Investigator and Legal Secretary approved in FY 93-94) to better service CSP-Solano and CMF; increased filings due to increase in prison population (fully reimbursed by the State)

Revenues are increasing mainly due to the full year use of Proposition 172 funds for increases in Department operations.

CAO RECOMMENDATION

The Proposed Budget reflects increases in expenditures of $1,368,420, or 26.1%, and in revenues of $3,647,021, or 123%, over FY93/94.

While it appears that this budget has no Net County Cost, this is misleading because the General Fund contribution is the Net County Cost. Therefore, the Net County Cost for FY94/95 is $2.75 million which is $471,425 or 20.7% higher than FY93/94.

As described in the Departmental Budget Request section above, the increases in this budget are mainly the result of full year funding of positions restored in FY93/94 and additional positions. Several of these positions are needed to enhance current programs like Sol-NET, the criminal investigations unit, the Vallejo-Benicia "Fast-Track" to keep up with the increases in workload and the Gang Prosecution unit. The latter in particular is an important program because it would focus specific resources on "gang-related" offenses and allow for better coordination with police agencies and the Sheriff's office. However, several positions are for new programs like microfilming archive files and child abduction investigations.

In addition, the Proposed Budget reflects an increase of resources into the Sol-NET program of $199,703 from Proposition 172 revenues and $251,010 from a Federal Grant, that is not included in the Requested Budget. Specifically, the grant funds will be used to finance one Deputy Probation Officer, a portion of the salary/benefits of one detective each from the cities of Dixon, Rio Vista and Suisun, and operating expenses. The Prop 172 funds will be used to finance this Department's support for this program. The increase in resources is needed for the cities to be able to reactivate their participation in this program, which had been reduced due to lack of resources. It is the DA's position and we concur, that taking the lead to assure a coordinated regional effort in narcotics enforcement, whenever possible, is in the best interest of the residents of Solano County.

Proposed revenues are higher than the Requested Budget due to (1) increases in Proposition 172 funds needed to support the increases in this budget, particularly Sol-NET, and (2) a $2.7 million General Fund contribution to prosecution functions.

SIGNIFICANT BUDGET CHANGES

The following significant budget changes are reflected this year:

* First full year of Proposition 172 funds being used to maintain the expenditures at FY91/92 levels and to increase program.

* The General Fund contribution to this Department has been set at a "base-level" of $2,750,076 or 4.677% of General Revenues through a policy action by the Board taken on March 1, 1994. The "base-level" was set to (1) ensure that the General Fund continues to support this department on a pro-rata basis at the same level as FY91/92 and (2) Proposition 172 funds are not used to supplant or take the place of General Fund revenues.

* This Department, along with the other public protection departments, is now being reflected in its own separate fund. This was done in order to be able to track expenditures better and clearly isolate the use of Proposition 172 funds and the General Fund contribution to public protection.

PENDING ISSUES AND POLICY CONSIDERATIONS

Pending at the State is legislation, AB 2788 (Willie Brown), that would establish a "maintenance of effort" (MOE) for funding of public protection departments at 1992/93 gross expenditure levels. This legislation would not be in the best interest of the County because: (1) the Board of Supervisors has already established a MOE based on 1991/92 levels; (2) a gross budget approach establishes a fixed amount every year which severely limits the Boards ability to fund County operations and is more susceptible to revenue fluctuations beyond the County's control; and (3) it would include one-time grants and expenditures in the MOE thereby artificially inflating the funding level and forcing the County to continuously finance one-time expenditures.

Furthermore, a major policy issue that will impact the entire criminal justice system is the "3-Strikes and You're Out" legislation that was signed into law in 1994. Even though it is still too early to estimate the impact of this legislation, it could potentially increase costs substantially in prosecutions, defense, trials, and corrections. We will continue to monitor the system closely and report back to the Board of Supervisors when necessary.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department concurs with our Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

DISTRICT ATTORNEY FAMILY SUPPORT
BUDGET 2480

Fund: 369 DA FAMILY SUPPORT DIV
Function: PUBLIC PROTECTION
Activity: JUDICIAL

DAVE PAULSON
District Attorney

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$2,359,753	$2,977,791	$4,145,907	$4,145,907	$3,729,705
SERVICES AND SUPPLIES	1,389,474	1,588,262	2,026,109	2,026,109	2,068,514
OTHER CHARGES	47,263	106,155	139,030	139,030	139,030
F/A BLDGS AND IMPRMTS	0	45,751	0	0	0
F/A EQUIPMENT	25,755	299,100	1,100	1,100	48,493
TOTAL APPROPRIATIONS	**$3,822,245**	**$5,017,059**	**$6,312,146**	**$6,312,146**	**$5,985,742**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$181,909	$198,021	$150,000	$150,000	$120,000
INTERGOVERNMENTAL REV STATE	170,546	600,323	923,860	923,860	127,914
INTERGOVERNMENTAL REV FEDERAL	3,482,658	3,548,113	4,956,536	4,956,536	5,825,179
MISC REVENUE	100,969	122,137	0	0	0
OTHER FINANCING SOURCES	17,955	0	0	0	0
TOTAL REVENUE	**$3,954,037**	**$4,468,594**	**$6,030,396**	**$6,030,396**	**$6,073,093**
POSITIONS	**67**	**88**	**99**	**99**	**91**

MISSION STATEMENT

The mission of the District Attorney Family Support Division is to provide the highest possible quality service to custodial and absent parents and to the children of those parents, through the establishment and enforcement of appropriate and just child support orders.

These services include, but are not limited to:

* Opening support cases at the request of custodial or absent parents, or at the request of the Department of Health and Social Services;

* Attempting to locate absent parents for purposes of establishing parentage;

* Establishing legal proof of parentage, when disputed;

* Attempting to locate sources of revenue for payment of support, including wages, other benefits, and assets;

* Seeking orders for payment of appropriate levels of child support;

* Utilizing all available resources for the collection of support obligations pursuant to order, including wage assignments, garnishments, and allotments, tax intercepts, credit reporting, and filing of liens;

* Processing and distributing child support payments in accordance with law;

* Enforcing orders of support in cases of wilful failure to comply;

* Providing ongoing casework as appropriate;

* Following applicable federal and state regulations regarding child support collections and distributions.

MAJOR ACCOMPLISHMENTS IN FY93/94

During last year's Budget Hearings, we requested approval of a significant increase in staffing and overtime for a period of 18 months, to attempt completion of conversion to DAFSD's first fully automated information system. This request was made because conversion activities had theretofore been attempted using existing staff, which meant that conversion was woefully behind schedule, and that virtually no adequate level of casework was being performed. Solano County had sunk to a position of 57 of 58 counties in rate of child support collection, and complaints to the District Attorney's Office regarding Family Support Division were widespread and out of control. Although a commitment to the Board was made to complete conversion of paying cases (estimated at 5,000) by December 1993, as of August 1993, an estimated 3,000 remained unconverted after the system had been in operation for eight months. In addition, that estimate did not even account for another estimated 25,000 nonpaying cases, which meant that conversion, at the current pace, would not be completed for several years.

Based upon this situation, the Board approved the addition of 21 limited term employees and overtime of 1,600 person/hours per month, to run for a period of 18 months. The District Attorney, in turn,

committed to complete virtually all conversion within that 18 month period. We also made a commitment to the Board to improve the level of service to ongoing casework, and to restore some measure of credibility to this deeply troubled Division.

Due to the normal delays associated with recruitment, all employees were not brought on board until December 1993. As a result, the 18 month period will expire in June 1995. However, since we began operating at full scale in January 1994, the number of cases being converted each month has increased nearly twofold, and we estimate that only 1,240 paying cases remain unconverted at this time. We have also begun conversion of nonpaying cases, and have converted 2,835 nonpaying cases since the first of the year. In addition, between 300-400 new cases are loaded directly onto the system each month.

Staffing increases, along with a restructuring of the Division, have contributed to a significant boost in employee morale, fueled as well by our plans for the Division in the coming fiscal year.

GOALS AND OBJECTIVES FOR FY94/95

During the coming fiscal year, we will continue working toward our commitment to complete conversion by June 1995. We will also continue to prepare ourselves for conversion to the statewide automated information system, SACSS, scheduled for implementation in October 1995.

SACSS imposes many requirements on California's Family Support Divisions. One requirement calls for equipping each Division employee with PC equipment and related tools to increase employee efficiency. As the Division currently owns only three PC's, and only half of staff are equipped with terminals, the impact upon our operations will be significant. SACSS also requires a modernized telephone system with an extremely sophisticated voice response unit. Again, DAFSD is currently equipped with an outdated telephone system of only 12 lines to serve a staff of 88 employees. Only half of those employees have telephones.

The expenses associated with the implementation of just these two requirements will be massive, but will be reimbursed 66% by the Federal government, and the remainder by incentive funds earned by the Division based upon its level of child support collections.

The Family Support Division has been housed for several years in a cramped, poorly designed facility that cannot adequately accomodate us in our current activities, let alone those which SACSS will require of us. In order to avoid massive expenses associated with cabling and wiring to retrofit the existing facility, and then confronting the issue of an inadequate plant a year or two down the road, we have leased a new facility that is more suited to our space needs, which can also be cabled and wired to specification for SACSS. This option will permit us to continue with our conversion activities with no disruption in our delivery of services as a result of remodeling. We negotiated provisions for workstations with ergonomically designed furniture to reduce our skyrocketing workers compensation costs.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects an increase in expenditures of $691,099 or 12% and increased revenues of $920,631 or 18%. The Department also anticipates a fund balance (not included) to cover the revenue shortfall. The Requested Budget for fiscal year 1994/1995 maintains all current programs. It also enhances current programs in order to fulfill mission. All programs are mandated. The Requested Budget calls for an increase of 11 new positions, as follows:

* Deputy DA to prosecute child abduction and non-support cases.
* Six (6) Fiscal Clerks.

  - Three (3) Fiscal Clerks to take over the DAFS function now performed by the Social Services Department.
  - Three (3) Fiscal Clerks to perform additional fiscal responsibilities necessitated by new state and federal mandates.

* Three (3) Records Clerks.

* Legal Secretary.

The enhanced programs are as follows:

* Continuing to meet the changing requirements mandated by the Barnes litigation.

* Continuing preparation for conversion to SACSS.

WORKLOAD INDICATORS

* Number of employees: 88

* Number of new cases per month (average): 350

* Number of existing files converted to CASES automated system: 6,595

* Amount of total collections: estimated $11,844,421

CAO RECOMMENDATIONS

We concur with the Requested Budget. Three additional Fiscal Clerk positions are not recommended pending the completion of an agreement between DAFS and Health & Social Services departments outlining the roles and responsibilities of each department in the reconciliation of trust funds.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

During budget hearings, we will make a recommendation on whether fiscal clerks should be added to take over the functions now performed by Health and Social Services. We will also make a recommendation on which positions should be created as limited term pending completion of the conversion to SACSS.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* Revenues have been increased slightly to more accurately reflect reimbursements from State/Federal sources for expenditures and estimated collections.

* Expenditures have been reduced by deleting 8 of the 11 new positions proposed for FY94/95. At this time, only the 3 Fiscal Clerk positions needed to take over the DAFS functions now performed by the Health and Social Services Department are recommended.

PUBLIC DEFENDER
BUDGET 2510

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

MARVIN BROOKNER
Public Defender

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$3,540,057	$3,144,561	$0	$0	$0
SERVICES AND SUPPLIES	246,655	280,366	0	0	0
OTHER CHARGES	0	146,567	0	0	0
F/A EQUIPMENT	0	0	0	0	0
TOTAL APPROPRIATIONS	**$3,786,712**	**$3,571,494**	**$0**	**$0**	**$0**
REVENUE					
FINES,FORFEITURES AND PENALTY	$0	$0	$0	$0	$0
INTERGOVERNMENTAL REV STATE	195,036	250,214	0	0	0
CHARGES FOR SERVICES	16,312	11,237	0	0	0
MISC REVENUE	6	5	0	0	0
TOTAL REVENUE	**$211,354**	**$261,456**	**$0**	**$0**	**$0**
NET COUNTY COST	**$3,575,358**	**$3,310,038**	**$0**	**$0**	**$0**
POSITIONS	**56.5**	**49**	**0**	**0**	**0**

MISSION STATEMENT

Ensure the best possible publicly assisted legal representation as required by the U..S. and State constitution to indigents who are charged with crimes or who are in danger of losing a substantial legal right.

CAO RECOMMENDATION

Due to the creation of a special Public Safety Fund, this Budget Unit has now been transferred to Budget Unit 6530, Fund 900.

PUBLIC DEFENDER
BUDGET 6530

Fund: 900 PUBLIC SAFETY
Function: PUBLIC SAFETY
Activity: JUDICIAL

MARVIN BROOKNER
Public Defender

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$3,156,684	$3,286,779	$3,288,513
SERVICES AND SUPPLIES	0	0	336,253	321,250	323,813
OTHER CHARGES	0	0	190,238	190,238	190,238
F/A EQUIPMENT	0	0	16,643	0	0
TOTAL APPROPRIATIONS	**$0**	**$0**	**$3,699,818**	**$3,798,267**	**$3,802,564**
REVENUE					
INTERGOVERNMENTAL REV STATE	$0	$0	$185,000	$460,258	$461,992
CHARGES FOR SERVICES	0	0	12,000	12,000	12,000
OTHER FINANCING SOURCES	0	0	0	3,326,009	3,328,572
TOTAL REVENUE	**$0**	**$0**	**$197,000**	**$3,798,267**	**$3,802,564**
POSITIONS	**0**	**0**	**51**	**52**	**52**

MISSION STATEMENT

Ensure the best possible publicly assisted legal representation as required by the U..S. and State constitution to indigents who are charged with crimes or who are in danger of losing a substantial legal right.

MAJOR ACCOMPLISHMENTS IN FY93/94

The ongoing California recession caused the Office to lose 7 of its 35 attorneys since October of 1992. This caused the Office to deal with 1993 caseloads with 1985 staffing levels.

The fact that a case overload was not declared in 1993/94 attests to the hard work, ingenuity and dedication of the remaining staff. At times, a case overload appeared imminent and could have been justified, but a skillful use of personnel and some timely good fortune kept us afloat just long enough for the Board to approve the reinstatement of sufficient positions to carry out our constitutionally mandated mission.

GOALS AND OBJECTIVES FOR FY94/95

* Primary among the Public Defender's goals for FY94/95 is to continue to meet the constitutionally mandated mission of providing competent legal representation to all indigent clients charged with crimes or subject to loss of substantial personal freedom.

* Continue to review services to ensure they are cost effective and meeting client needs.

* Continue to work with the Courts and the District Attorney to streamline costs and procedures.

* Continue to successfully abide by "Fast Track" rules of criminal procedure.

* Continue the attorney education process required by the California State Bar's Mandatory Continuing Legal Education (M.C.L.E.) program.

* Continue to meet and confer with county departments to remain informed of matters affecting the County.

* Continue to monitor, comply with and increase, where possible, defense grants.

* Continue to monitor caseload and seek less expensive alternatives where possible.

* Continue to work with BRC to upgrade automation available to the department.

* Compile and issue annual report pursuant to Government Code Section 27710.

WORKLOAD INDICATORS

	CY1991	CY1992	CY1993
Cases Processed			
Felony	3730	3455	5695
Misdemeanor	12096	13258	14033
Juveniles (602's)	2700	3400	3300
Juveniles (300's)	421	602	638
Conservatorship	513	559	525
Average Number of Cases per Deputy			
Felony	207	203	335
Misdemeanor	1344	1657	1754
Juveniles (602's)	650	971	1100
Juveniles (300's)	220	301	319
Conservatorship	513	559	525

NOTE: This is rough data provided to us by the Department and will be evaluated further by our Office and intern over the summer in the hopes of having it available during Final Budget hearings. A more precise account of past filings can be attained from the District Attorney's filing statistics.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects an increase in expenditures of $387,618 or 11.7%, and a decrease in revenues of ($60,000) or (23.3%), which results in an increase in the Department's Net County Cost (NCC) of $447,618 or 14.7%, over the FY93/94 Final Budget. This is the result of full year funding of the positions restored in FY93/94 as a result of passage of Proposition 172 (though the General Fund was used to restore the positions), increases in A-87 costs, fixed assets, and services and supplies.

The requested fixed assets are for computers to bring the Department up to a baseline level of automation in order to provide basic connectivity to the County and software capabilities.

Revenues are down due to an expected reduction in a state grant for career criminal and narcotic case-vertical representation of indigents and a slight reduction in legal fees.

CAO RECOMMENDATION

The Proposed Budget includes an increase in expenditures of $486,067 or 14.7%, in revenues of $3,541,267 or 1,377%. These revenue increases appear to reduce the Net County Cost to zero; however, this is misleading because the General Fund contribution is the Net County Cost. Therefore, the Net County Cost for FY94/95 is $3.3 million which is $270,809 or 8.9% higher than FY93/94. The increase in expenditures is the result of (1) properly accounting for the full year funding for 3 positions added back in FY93/94 and (2) an addition of one legal secretary position to alleviate the heavy workload being placed on the existing clerical staff by the departments 32 attorneys not reflected in the Requested Budget.

Revenues are proposed to increase due to, 1) the use of Proposition 172 funds to finance a minor portion of the Department's budget and, 2) a $3.3 million dollar contribution from the General Fund to defense operations.

The fixed assets being requested are not part of the proposed budget because they will either be included in the County's Management Information Systems Strategic Long Range Plan (SLRP) or be provided from surplus personal computers. This surplus will be available as a result of several departments upgrading their current automation requirements.

SIGNIFICANT BUDGET CHANGES

This budget includes two significant budget changes:

* This year's budget includes the use of Proposition 172 funds to finance a small portion of the department's operation. This action is consistent with Board approved policy to look at the Criminal Justice area as a system and are thus needed to offset personnel approved in the District Attorney's budget. In fact, following the baseline levels set for the use of Proposition 172, this year's contribution to the Public Defender would be an additional $1 million. However, these funds are not needed in this budget and are proposed to be used predominantly in the District Attorney and Sheriff's budget.

* This department, along with the other public protection departments, is now being reflected in its own separate fund. This was done in order to be able to track expenditures better and clearly isolate the use of Proposition 172 funds and the General Fund contribution to public protection.

PENDING ISSUES AND POLICY CONSIDERATIONS

A major policy issue which will impact the entire criminal justice system is the "3-Strikes and You're Out" legislation that was signed into law in 1994. Even though it is still too early to estimate the impact of this legislation, it could potentially increase costs substantially in prosecutions, defense, trials and corrections. We will continue to monitor the system closely and report back to the Board of Supervisors when necessary.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed except for (1) the inclusion of $2,563 of the Fund Balance Incentive Program from FY93/94 and (2) the addition of one investigator position instead of the legal secretary position.

CONFLICTS PUBLIC DEFENDER
BUDGET 2520

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: JUDICIAL

LORRAINE E. VOSS
Conflicts Public Defender

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$639,776	$681,715	$0	$0	$0
SERVICES AND SUPPLIES	48,835	46,234	0	0	0
OTHER CHARGES	0	29,634	0	0	0
F/A EQUIPMENT	1,046	0	0	0	0
OTHER FINANCING USES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$689,657**	**$757,583**	**$0**	**$0**	**$0**
REVENUE					
INTERGOVERNMENTAL REV STATE	$0	$0	$0	$0	$0
CHARGES FOR SERVICES	3,531	1,808	0	0	0
MISC REVENUE	84	0	0	0	0
TOTAL REVENUE	**$3,615**	**$1,808**	**$0**	**$0**	$0
NET COUNTY COST	**$686,042**	**$755,775**	**$0**	**$0**	$0
POSITIONS	**10**	**11**	**0**	**0**	**0**

MISSION STATEMENT

To provide indigent clients with high quality legal representation in criminal proceedings at the lowest cost possible to the county.

CAO RECOMMENDATION

Due to the creation of a special Public Safety Fund, this Budget Unit has now been transferred to Budget Unit 6540, Fund 900.

CONFLICTS PUBLIC DEFENDER
BUDGET 6540

Fund: 900 PUBLIC SAFETY
Function: PUBLIC SAFETY
Activity: JUDICIAL

LORRAINE E. VOSS
Conflicts Public Defender

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$773,417	$773,417	$773,417
SERVICES AND SUPPLIES	0	0	52,310	52,310	52,310
OTHER CHARGES	0	0	51,024	51,024	51,024
TOTAL APPROPRIATIONS	**$0**	**$0**	**$876,751**	**$876,751**	**$876,751**
REVENUE					
INTERGOVERNMENTAL REV STATE	$0	$0	$0	$150,712	$150,712
CHARGES FOR SERVICES	0	0	3,000	3,000	3,000
OTHER FINANCING SOURCES	0	0	0	723,039	723,039
TOTAL REVENUE	**$0**	**$0**	**$3,000**	**$876,751**	**$876,751**
POSITIONS	**0**	**0**	**12**	**12**	**12**

MISSION STATEMENT

To provide indigent clients with high quality legal representation in criminal proceedings at the lowest cost possible to the County.

MAJOR ACCOMPLISHMENTS IN FY93/94

We have continued to provide the highest quality legal representation for a high volume of indigent cases. We have managed to do this with the same number of attorneys, even though caseloads have increased and the seriousness of the cases has also increased.

GOALS AND OBJECTIVES FOR FY94/95

Continue to provide high quality legal representation to indigent clients in criminal proceedings at the lowest possible cost to the county.

WORKLOAD INDICATORS

This office continues to handle a large volume of indigent cases and continues to provide high quality legal representation, despite this high volume. We have been appointed our maximum level of homicide cases and continue to show an increase in felony and juvenile cases.

Average Number of Cases Per Month		
	CY1992	CY1993
Felony		
Opened	66	81
Closed	59	78
Misdemeanor		
Opened	56	73
Closed	47	73
Juvenile		
Opened	19	27
Closed	18	26
TOTALS		
Opened	141	181
Closed	123	178

/1 We will continue to work with the department over the next year to standardize the workload indicators among the Criminal Justice system.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget includes an increase in expenditures and Net County Cost (NCC) of $150,712, or 20.8% over FY93/94. This is mainly the result of increases in A-87 costs and additional Deputy Public Defender II position being requested. This position is to cover the large caseload in juvenile

cases being assigned to the office. Currently, the office has one Deputy assigned to work an average of 140 juvenile cases at one time.

There are no changes in requested revenues for this Department.

CAO RECOMMENDATION

We concur with the Requested Budget, except we propose an increase in revenues of $873,75. Revenues are proposed to increase due to the (1) use of Proposition 172 funds to finance a small portion of the department's increasing operating expenditures, and (2) a $723,039 contribution from the General Fund. Use of these funds is consistent with Board of Supervisors approved policy to look at the Criminal Justice area as a system and are needed to offset increased costs being generated by heavier caseloads.

While it appears that this budget has no Net County Cost, this is misleading because the General Fund contribution is the Net County Cost. Therefore, the Net County Cost for FY94/95 is $723,039 which is the same as in FY93/94.

SIGNIFICANT BUDGET CHANGES

A significant change in this year's budget is the use of Proposition 172 funds to finance a small portion of the Department's operation. This action is consistent with Board approved policy. In fact, following the baseline levels set for the use of Proposition 172, this year's contribution to the Conflict Public Defender would be an additional $300,000. However, these funds are not needed in this budget and are proposed to be used predominantly in the District Attorney, Sheriff and Probation budgets.

In addition, this Department, along with the other Public Protection departments is now being reflected in its own separate fund. This was done in order to be able to track expenditures better and clearly isolate the use of Proosition 172 Funds and the General Fund contribution to Public Protection.

PENDING ISSUES AND POLICY CONSIDERATIONS

A major policy issue which will impact the entire criminal justice system is the "3-Strikes and You're Out" legislation that was signed into law in 1994. Even though it is still too early to estimate the impact of this legislation, it could potentially increase costs substantially in prosecutions, defense, trials and corrections. We will continue to monitor the system closely and report back to the Board of Supervisors when necessary.

Furthermore, the increasing felony caseload (particularly homicide) is preventing this office from taking on more cases and leading to an increase in the County's cost for private representation (approximately $1 million annually). Over the next couple of months, County Administrator staff will review private representation costs and analyze various alternatives to try to reduce these costs, including:

* Increase staffing to the Conflict Public Defender in order to be able to handle more cases with County staff and not pay for private representation;

* Develop a request-for-proposal (RFP) process by which the County would solicit bids for private representation;

* Develop a uniform fee schedule differentiated by type of case to provide reimbursements for these costs.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with our Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

SHERIFF
BUDGET 2555

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: POLICE PROTECTION

ALBERT CARDOZA
Sheriff

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$20,104,456	$19,517,731	$0	$0	$0
SERVICES AND SUPPLIES	3,208,033	4,168,552	0	0	0
OTHER CHARGES	7,539	1,626,463	0	0	0
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	4,578	58,347	0	0	0
OTHER FINANCING USES	0	6,078	0	0	0
INTRA-FUND TRANSFERS	(4,590)	1,546,520	0	0	0
TOTAL APPROPRIATIONS	**$23,320,016**	**$26,923,691**	**$0**	**$0**	**$0**
REVENUE					
TAXES	$0	$0	$0	$0	$0
LICENSES,PERMITS AND FRANCHISE	225	313	0	0	0
FINES,FORFEITURES AND PENALTY	187,428	123,871	0	0	0
REVENUE FROM USE OF MONEY/PROP	0	0	0	0	0
INTERGOVERNMENTAL REV STATE	286,411	7,277,233	0	0	0
INTERGOVERNMENTAL REV FEDERAL	0	0	0	0	0
INTERGOVERNMENTAL REV OTHER	0	0	0	0	0
CHARGES FOR SERVICES	849,591	1,632,727	0	0	0
MISC REVENUE	376,330	123,792	0	0	0
OTHER FINANCING SOURCES	37,000	0	0	0	0
TOTAL REVENUE	**$1,736,985**	**$9,157,936**	**$0**	**$0**	**$0**
NET COUNTY COST	**$21,583,031**	**$17,765,755**	**$0**	**$0**	**$0**
POSITIONS	**388**	**349**	**0**	**0**	**0**

MISSION STATEMENT

The Solano County Sheriff's Department is dedicated to the safety and well being of all persons within Solano County. Through comprehensive community, intergovernmental and employee partnerships, we will provide effective law enforcement, safe, humane, secure jails and security for the Courts. We are committed to provide professional services with high organizational esteem and values to insure the quality of life set forth in our Constitution.

CAO RECOMMENDATION

Due to the creation of a special Public Safety Fund, this Budget Unit has now been transferred to Budget Unit 6550, Fund 900.

SHERIFF
BUDGET 6550

Fund: 900 PUBLIC SAFETY
Function: PUBLIC SAFETY
Activity: POLICE PROTECTION

ALBERT CARDOZA
Sheriff

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$20,860,091	$20,860,091	$20,674,525
SERVICES AND SUPPLIES	0	0	4,472,862	4,472,862	4,510,945
OTHER CHARGES	0	0	4,211,501	4,211,501	4,211,501
F/A BLDGS AND IMPRMTS	0	0	83,562	83,562	83,562
F/A EQUIPMENT	0	0	331,510	403,218	406,018
INTRA-FUND TRANSFERS	0	0	0	0	0
TOTAL APPROPRIATIONS	**$0**	**$0**	**$29,959,526**	**$30,031,234**	**$29,786,551**
REVENUE					
LICENSES,PERMITS AND FRANCHISE	$0	$0	$300	$300	$300
FINES,FORFEITURES AND PENALTY	0	0	96,000	96,000	96,000
INTERGOVERNMENTAL REV STATE	0	0	1,376,455	12,699,725	12,451,966
CHARGES FOR SERVICES	0	0	1,419,249	1,419,249	1,419,249
MISC REVENUE	0	0	75,200	75,200	75,200
OTHER FINANCING SOURCES	0	0	0	15,740,760	15,743,836
TOTAL REVENUE	**$0**	**$0**	**$2,967,204**	**$30,031,234**	**$29,786,551**
POSITIONS	**0**	**0**	**396.1**	**396.1**	**396.1**

MISSION STATEMENT

The Solano County Sheriff's Department is dedicated to the safety and well being of all persons within Solano County. Through comprehensive community, intergovernmental and employee partnerships, we will provide effective law enforcement, safe, humane, secure jails and security for the Courts. We are committed to provide professional services with high organizational esteem and values to insure the quality of life set forth in our Constitution.

GOALS AND OBJECTIVES FOR FY94/95

* Develop and implement a Departmental strategic planning process to ensure that the Department's mission and goals are current.

* Implement the new policy manual and review and update it on an annual basis.

* Develop and publicize a comprehensive quarterly report that reflects the Department's use of resources, staffing, work load measurements, and progress towards meeting objectives.

* Complete and implement the Injury and Illness Prevention Program and a pro-active minority recruitment program.

* Provide a service level that meets the needs of the community, prevent crime and apprehend violators, educate the community as to crime activity, be a role model for the children of the community.

* Provide a high level of security, while maintaining a high level of profesionalism in administering the orders and process of the Courts.

* To promptly, Courteously and efficiently dispatch public safety services and act as a communication liaison for the public for the purpose of providing appropriate services in an emergency or other citizen requests for services.

* Provide boating safety and education training to the community.

* Foster and maintain safe, humane and secure jails while providing safe and secure movement of inmates from detention facilities to Court, medical appointments, etc.

* Maintain a healthy and productive work force.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Successfully undertook an organizational review/audit and began implementation of changes to improve the service and efficiency of the Department.

* Increased patrol coverage to the unincorporated area of the County.

* Working with the Health and Social Services Department, developed a plan and program to turn over the operation and management of Institutional Medical Services to the Department.

* Received STC Certificates of Appreciation for outstanding achievement in complying with selection and training standards.

* The annual POST compliance inspection of background investigation files, training files, and training records was found to be 100% in compliance. POST stated that this was an exceptional accomplishment.

WORKLOAD INDICATORS

We will work with the Department to continue to develop appropriate workload indicators to measure the wide array of programs that are currently performed by the Department. Nevertheless, the following table reflects several indicators that measure the high level of activity currently undertaken in the County.

Sheriff Workload

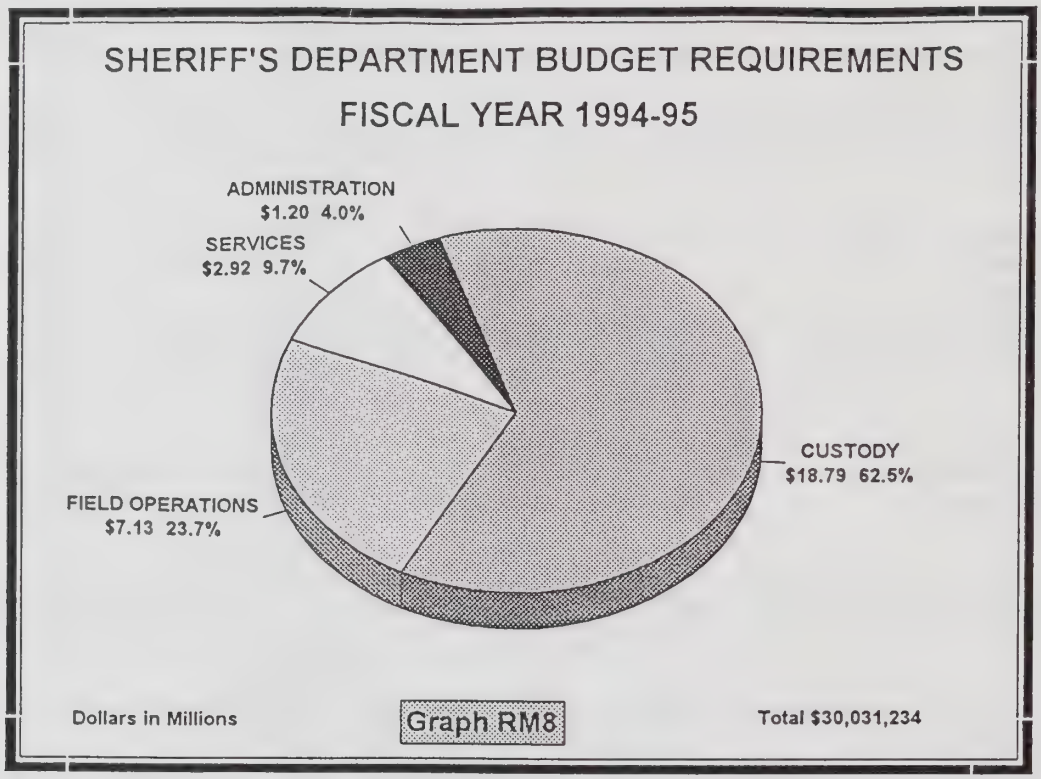
Custody Division	CY 1993
Bookings	18,635
Stage 1 Classification	7,537
PTA'S /1	
Granted	2,660
Denied	9,823
Disciplinary Hearings	1,307
Work Furlough (participants)	165
Weekenders (participants)	3,077
Work Release (out-custody)	2,078
Meals Served	833,230
Medical Contacts	89,583
Dental Contacts	566
Mental Contacts	3,856
Line-ups	32
Library Services	39,203
Ministry Hours	1,505
Outreach Programs (in-custody)	646
W.O.R.K /2	621
P.O.W.E.R. /3	259
PATRO BUREAU	
Incidents reported	59,056
Reports	7,256
Part I Crimes	1,060
Radio transactions w/Dispatch	129,148
CLETS transactions /4	110,000
Miles logged	742,000
TRANSPORTATION BUREAU	
Transports	29,639
Civil Processes served	8,191
INVESTIGATIONS BUREAU	
Felony Reports	948
Missing Person Inv.	150
Escape Incidents	15
Crimes against children reports	90

/1 Petition to Appeal, /2 Women's Opportunities in Re-entry and Careers, /3 Population of Women Engaged in Recovery, /4 California Law Enforcement Tracking System

DEPARTMENTAL BUDGET REQUEST

The Requested Budget includes an increase in expenditures of $4.3 million, 16.6%, a decrease in revenues of $4 million, (62.5%) which leads to an increase in net county cost (NCC) of $9 million or 51.7% over FY93/94. This increase in NCC is due to this budget not reflecting Proposition 172 revenues and a variety of enhancements in various programs that are briefly explained by division.

As the following chart illustrates, Graph RM8, 18.79 million (62.5%) of the Sheriff's resources are allocated to the Custody division and $7.13 million (23.7%) for Field Operations. The Services and Administration division accounts for the remaining resources.



Administration Division:

This division plans and directs the department's services by setting goals and objectives, establishing policy and procedures, controlling the budget and administrative policy.

Except for increases in Administrative Overhead (A-87) expenditures there is essentially no change in this division's costs over FY93/94.

There is $5,144 in fixed assets in this division for two fax machines to transmit documents such as legislative, legal reports, and other information from/to other County departments and Agencies.

Services Division:

Expenditures in this division which includes the Civil, Dispatch, Records and Warrants and Employment Development Bureaus have gone up due to (1) a departmental re-structuring that shifted personnel around, (2) one Client Services Specialist and (3) increases in A-87 costs.

This division is also requesting $45,849 in the following fixed assets:

* $7,725 to upgrade printers and software in the Civil Bureau;
* $3,222 to purchase one personnel computer (PC), $19,683 to upgrade the Dispatch Command Counsel and its connectivity in the Dispact Bureau;
* $3,222 to purchase one PC and $4,000 to upgrade the McGruff tape drive in the Records/Warrants Bureau;
* $3,222 to purchase one PC, $905 to purchanse one full auto-focus camera to implement the Behavioral Personnel Assessment Device, and $3,870 to puchase one satellite antenna system if reimbursed by POST.

Field Services Division:

Expenditures in this division which include the Patrol, Court Security, Transportation, Investigations and Cal I.D Bureaus, are increasing due to:

* The full year's costs of the Board approved additional POST positions (5 Deputy-Sheriffs) to increase patrol in the County;
* Two additional Deputy Sheriff positions to provide bailiff services to the additional Superior Court Juvenile Commissioner and Family Support/Juvenile Referee approved by the Board in FY93/94;
* Three additional Deputy Sheriff positions and $179,000 in contracted services to provide security and screening at the egress-ingress points to the Fairfield Hall of Justice buildings to implement the Board approved security plan;
* Four Deputy Sheriffs and supporting services to restore the County's Boating Safety program.

This division is also requesting $243,473 in fixed assets which includes:

* $7,589 for two PC's and one printer for the Patrol Bureau;
* $19,816 to replace 20 ten-year old radios and four chargers in the Court Security Bureau;
* $8,156 to replace 8 ten-year old radios and two chargers for the Transportation Bureau;
* Purchase one replacement 35mm SLR camera ($600) and one video camera recorder ($1,400) for the Investigative Bureau;
* $128,404 to replace the existing booking system with two complete video image booking systems and $5,800 to upgrade the live scan equipment;
* $71,708 for 2 weapons detectors, 2 radios and 2 X-ray machines to implement the Hall of Justice Buildings security plan.

Custody Division: This division is comprised of the Fairfield Facility which is a type II pre-sentenced facility with a rated bed capacity of 502 and the Claybank Facility which is a type III and IV sentenced facility with a rated bed capacity of 284.

The Requested Budget for this division includes the following major changes from FY93/94:

* Funding to transfer 27 Extra Help Correctional Officer positions to Full Time positions and begin replacing control booth and tower correctional officers with a lower paid classification as recommended in the Harvey Rose Audit Report and directed by the Board of Supervisors. Human Resources has created a Correctional Specialist position as the appropriate classification. The change of classification/personnel will be phased in over time through attrition so as to minimize (or eliminate) any potential layoffs.

* Pending Board approval in June 1994, this budget includes $574,875 for a one year agreement with Yuba County to house up to 50 inmates per day to relieve the over crowding in the County's facilities. As specified in the contract, Solano County needs to guarantee to house a minimum of 25 inmates per day during the life of the agreement.

* Pending Board approval in June 1994, this budget also includes $1.7 million and an increased allocation of 22.8 positions for the Sheriff's Office to take over the complete control of Institutional Medical Care from the Health Department. This was done in order for the Sheriff's Office to have more control over the level of service, reduce cost and establish a clear delineation of managment and accountability of this program. For detail information regarding the Institutional Medical Services program, please refer to Budget Unit 3955, Fund 01.

This division is also requesting $192,044 in fixed assets including:

* Claybank facility: $41,372 to replace existing carpet in several maximum, medium and minimum security areas, $5,051 to replace 8 deterioated toilet partitions, $16,500 for a security fence to enclose the sally port for the delivery and pick-up of inmates, and $2,399 for a fax machine;

* Alternative Program Bureau: $3,222 for a PC and $1,659 for a laser jet printer;

* Vallejo Hall of Justice holding cells: $5,610 to install proper plumbing (per Title 15 of California Code of Regulation);

* Fairfield facility: $6,666 for two PCs, $1,587 for a terminal and communication hookup for the Control Tower, $90,309 for 65 Motorola portable radios and 4 base station units/antennas to replace existing old and discontinued radios, $2,862 for 3 violent prisoner restraint chairs, $11,500 for a safety screen to enclose the protective custody area, $2,819 to replace worn out carpet in the receiving area and $910 to replace worn out floor tile at the entrance area.

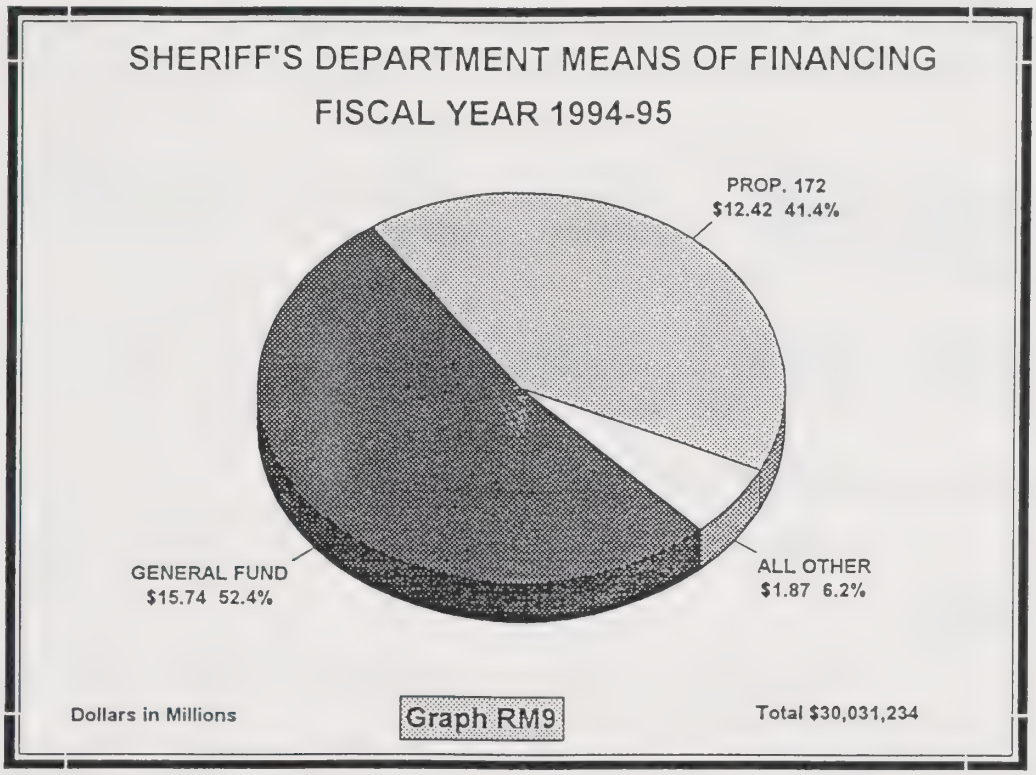
CAO RECOMMENDATION

We essentially concur with the Department's Requested Budget except for in the the following adjustments:

* Working with the County Administrator's Office and the County's management information systems (MIS) technical consultants, we recommend that the Department undertake a "program re-engineering" process before any of the computer hardware/software is purchased. This will allow the Department to clearly delineate the program needs and priorities in order to identify the best MIS solution where appropriate;

* Expenditures were increased by $71,708 to purchase the security equipment and revenues by $27.1 million to properly reflect the level of Proposition 172 funds (additional $11.3 million) and General Fund contribution of $15.74 million needed to support ongoing and additional programs. As illustrated in the following pie chart, Graph RM9, even with the large amount of Proposition 172 funds allocated to the Sheriff, the General Fund still accounts for 52% of the total budget.

While it appears that this budget has no Net County Cost, this is misleading because the General Fund contribution is the Net County Cost. Therefore, the Net County Cost for FY94/95 is $15.74 million which is $2.04 million or 11.5% lower than FY93/94.



SIGNIFICANT BUDGET CHANGES

The following significant budget changes are reflected this year:

* First full year of Proposition 172 funds being used to maintain the expenditures at FY1991/92 levels and to increase programs.
* The General Fund contribution to this Department has been set at a "base-level" of $15,740,751 or 26.77% of General Revenues through a policy action by the Board on March 1, 1994. The "base-level" was set to (1) ensure that the General Fund continues to support this Department on a pro-rata basis at the same level as FY91/92 and (2) Proposition 172 funds are not used to supplant or take the place of General Fund revenues.

* This Department, along with the other Public Protection Departments, is now reflected in its own separate fund. This was done in order to be able to track expenditures better and clearly isolate the use of Proposition 172 funds and the General Fund contribution to public protection.

PENDING ISSUES AND POLICY CONSIDERATIONS

Pending at the State is legislation, AB 2788 (Willie Brown), that would establish a "maintenance of effort" (MOE) for funding of public protection department at FY92/93 gross expenditure levels. This legislation would not be in the best interest of the County because: (1) the Board of Supervisors has already established a MOE based on FY91/92 levels; (2) a gross budget approach establishes a fixed amount every year which severely limits the Board's ability to fund County operations and is more susceptible to revenue fluctuations beyond the County's control; and (3) it would include one-time grants and expenditures in the MOE thereby artificially inflating the level and forcing the County to continuously finance one-time expenditures.

Furthermore, a major policy issue which will affect the entire criminal justice system is the "3-Strikes and You're Out" legislation that was signed into law in 1994. Even though it is still too early to estimate the impact of this legislation, it could potentially increase costs substantially in prosecutions, defense, trials, and corrections. We will continue to monitor the system closely and report back to the Board of Supervisors when necessary.

Finally, the County Jail continues to experience a significant capacity problem which this budget attempts to mitigate by contracting for beds with Yuba County. However, there are several other options being explored that will be presented to the Board of Supervisors over the next several months.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department concurs with our Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $3,076 of the Fund Balance Incentive Program and the following changes:

* Increased expenditures in the Custody Division to convert the Jail Infirmary to use for more inmate bed space;

* Made technical adjustments to the Boating Safety program to reflect a reduction in the grant amount from the State;

* Made technical adjustments to transfer funds out of extra-help to contract services to hire a firm to conduct background investigations of potential department employees;

* Due to lower retirement costs, reduced safety retirement costs for the Sheriff-Deputies and Correctional Officers and transferred the savings to Proposition 172 Trust's reserve.

MARSHAL
BUDGET 2640

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: POLICE PROTECTION

BOB GRATE
Marshal

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$577,505	$602,232	$717,818	$686,416	$686,416
SERVICES AND SUPPLIES	89,155	85,886	79,671	79,671	79,671
OTHER CHARGES	(21)	25,464	25,564	25,564	25,564
F/A EQUIPMENT	10,296	0	0	0	12,000
TOTAL APPROPRIATIONS	**$676,935**	**$713,582**	**$823,053**	**$791,651**	**$803,651**
REVENUE					
FINES,FORFEITURES AND PENALTY	$0	$0	$0	$0	$0
INTERGOVERNMENTAL REV STATE	3,081	80	0	0	0
CHARGES FOR SERVICES	109,619	92,864	95,000	95,000	95,000
MISC REVENUE	17,352	13,920	0	0	12,000
TOTAL REVENUE	**$130,052**	**$106,864**	**$95,000**	**$95,000**	**$107,000**
NET COUNTY COST	**$546,883**	**$606,718**	**$728,053**	**$696,651**	**$696,651**
POSITIONS	**12**	**12**	**14**	**13**	**13**

MISSION STATEMENT

Continue to maintain a high level of security and service to the Court, employees and the public and provide security to the Vallejo Hall of Justice (HOJ) Building and serve and execute warrants of arrest and civil processes as directed by the Court.

MAJOR ACCOMPLISHMENTS IN FY93/94

None were submitted by the Department.

GOALS AND OBJECTIVES FOR FY94/95

Maintain a high level of service.

WORKLOAD INDICATORS

The raw data submitted had not been sufficiently cleaned up to include it in the Proposed Budget. However, we will continue to work with the Department to develop workload indicators for future use.

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget reflects an increase in expenditures of $135,576 or 19.7%, and a reduction in revenues of ($20,796), or (18%), for an increase in Net County Cost (NCC) of $156,372 or 27.4% over FY93/94.

The increase is due to the Department requesting (1) one Deputy Marshal to keep pace with the Court's increased workload, (2) one additional extra-help position to open a second entrance to the Court, (3) converting an extra-help Deputy-Marshal Trainee position used for egress/ingress security to full time and (4) increases in workers compensation and A-87 costs.

Revenues are down by $20,796 because of cuts in the State reimbursement for P.O.S.T required police officer training.

CAO RECOMMENDATION

We concur with the Department's Requested Budget except for the additional Deputy Marshall positions. This results in an increase in expenditures of $104,174, 15.2%, a decrease in revenues of ($20,796) or (18%), for an increase in NCC of $124,970, 21.9%, over FY93/94.

We are recommending against the additional position because total Court filings are down from last year and all types of cases have decreased over a five year period (please see budget unit 2050 for caseload statistics). In addition, we are also recommending an increase in the Department's NCC, which is contrary to Board approved direction, because the Department is not big enough to absorb increases in its workers compensation and A-87 costs.

SIGNIFICANT BUDGET CHANGES

Reflected in this budget are the additional resources for the increased security to the Vallejo HOJ building.

PENDING ISSUES/POLICY CONSIDERATIONS

As part of the County's legislative program, we are currently pursuing legislation that would provide the Board of Supervisors the flexibility to consolidate court security functions under one office.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

With the exception of the deleted Deputy-Marshal position the Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* An increase of $12,000 in revenues and fixed assets to update the department's civil automated equipment.

PROBATION
BUDGET 2750

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: DETENTION & CORRECT

MIKE ROBAK
Chief Probation Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$7,413,606	$7,607,562	$0	$0	$0
SERVICES AND SUPPLIES	1,084,593	1,516,632	0	0	0
OTHER CHARGES	595,757	4,265,443	0	0	0
F/A EQUIPMENT	12,902	49,154	0	0	0
OTHER FINANCING USES	0	0	0	0	0
INTRA-FUND TRANSFERS	0	107,973	0	0	0
TOTAL APPROPRIATIONS	**$9,106,858**	**$13,546,764**	**$0**	**$0**	**$0**
REVENUE					
FINES,FORFEITURES AND PENALTY	$64,702	$57,331	$0	$0	$0
REVENUE FROM USE OF MONEY/PROP	(1)	0	0	0	0
INTERGOVERNMENTAL REV STATE	261,393	1,180,171	0	0	0
INTERGOVERNMENTAL REV FEDERAL	243,569	1,201,982	0	0	0
INTERGOVERNMENTAL REV OTHER	9,281	0	0	0	0
CHARGES FOR SERVICES	185,519	270,269	0	0	0
MISC REVENUE	72,324	126,640	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$836,787**	**$2,836,393**	**$0**	**$0**	**$0**
NET COUNTY COST	**$8,270,071**	**$10,710,371**	**$0**	**$0**	**$0**
POSITIONS	**164.3**	**159.3**	**0**	**0**	**0**

MISSION STATEMENT

To reduce the incidence and severity of crime in our community by: (a) providing correctional programs ranging from residential treatment, supervision of Adult and Juvenile offenders in the community, drug rehabilitation, and home detention; (b) assisting the Juvenile, Superior, and Municipal Courts in decision making through the preparation of presentence reports; (c) providing preadjudication detention in Juvenile Hall for youth charged with serious crimes.

CAO RECOMMENDATION

Due to the creation of a special Public Safety Fund, the Budget Unit has been transferred to Budget Unit 6650, Fund 900.

PROBATION
BUDGET 6650

Fund: 900 PUBLIC SAFETY
Function: PUBLIC PROTECTION
Activity: DETENTION & CORRECT

MIKE ROBAK
Chief Probation Officer

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$9,203,611	$8,864,240	$8,668,868
SERVICES AND SUPPLIES	0	0	1,454,745	1,454,532	1,660,390
OTHER CHARGES	0	0	5,590,374	5,448,374	5,433,146
F/A EQUIPMENT	0	0	72,330	72,330	116,113
OTHER FINANCING USES	0	0	100,000	100,000	0
INTRA-FUND TRANSFERS	0	0	165,000	165,000	165,000
TOTAL APPROPRIATIONS	**$0**	**$0**	**$16,586,060**	**$16,104,476**	**$16,043,517**
REVENUE					
FINES,FORFEITURES AND PENALTY	$0	$0	$74,400	$74,400	$74,400
INTERGOVERNMENTAL REV STATE	0	0	1,390,255	4,293,567	4,293,567
INTERGOVERNMENTAL REV FEDERAL	0	0	1,755,000	2,000,000	2,340,000
CHARGES FOR SERVICES	0	0	265,260	265,260	265,260
MISC REVENUE	0	0	386,209	386,209	502,209
OTHER FINANCING SOURCES	0	0	0	9,085,040	8,568,081
TOTAL REVENUE	**$0**	**$0**	**$3,871,124**	**$16,104,476**	**$16,043,517**
POSITIONS	**0**	**0**	**197.8**	**196.4**	**196.4**

MISSION STATEMENT

To reduce the incidence and severity of crime in our community by: (a) providing correctional programs ranging from residential treatment, supervision of Adult and Jevenile offenders in the community, drug rehabilitation, and home detention; (b) assisting the Juvenile, Superior, and Municipal Courts in decision making through the preparation of presentence reports; (c) providing preadjudication detention in Juvenile Hall for youth charged with serious crimes.

MAJOR ACCOMPLISHMENTS IN FY93/94

Due to funding cuts precipitated by the State, the Probation Department and the Judiciary had to make reductions in service at a time when more Adults and Juveniles were placed under the Department's care and supervision, nevertheless in:

Adult Services:

* This division was reorganized in order to reduce the number of Presentence Reports provided to the Courts. This allowed the division to preserve supervision and treatment services to over 7,000 Adult offenders in the community.

* Provided intensive supervision to a greater number of High Risk felons immediately upon release from jail. As a result, over 80% of these individuals were involved in rehabilitation programs in the critical first few months after release from jail.

* Through a cooperative partnership with a private treatment provider, were able to increase efforts to combat Domestic Violence and increased referrals to this treatment program from 73 offender in 1992 to 333 in 1993. Additionally, evaluation of the effectiveness of this treatment indicates that over 90% of the individuals completing counseling had not reoffended 6 months to one year later.

* Through the efforts of the divisions Substance Abuse therapist and Senior Probation Officers, 110 of 190 high risk drug offenders successfully completed the departments drug treatment program.

Juvenile Services:

* Expanded and reorganized the State funded Family Preservation program, which allows the department to divert youth whose delinquency is more the result of family problems, thus freeing up resources to deal with more serious delinquent youth.

* As in years past, Fouts Springs continued to be successful in reducing crime in 70% to 75% of the youth who completed the program.

Juvenile Hall:

* A 30-bed addition was approved for the Hall in 1993-94. The expansion does not only alleviate overcrowding, but will allow some detained youth to reside in a unit that meets current standards for detention.

GOALS AND OBJECTIVES FOR FY94/95

* Reduce the overall failure rate of Felony Probationers by 10% (30 fewer failures per year) by increasing intensive supervision, drug treatment, and related activities.

* Reduce by 10% the number of clients in jail waiting for residential treatment by developing additional treatment slots and options.

* Reduce by 25% the number of clients who fail to complete treatment for Domestic Violence through increased screening and assessment.

* Identify 100 of the Highest Risk juveniles residing in the community and develop strategies to reduce the recidivism of this group by 25%.

* Continue the success rate for graduates of Fouts Springs.

* Reduce assaults on Juvenile Hall staff by 75%, fights among wards by 50%, and disruptive incidents by 40% by increasing supervision and programming of detained wards.

WORKLOAD INDICATORS

	04/30/92	03/01/94
ADULT SUPERVISION		
Supervision of maximum medium felony offenders	1,096	1,079
Supervision of minimum felony offenders	561	1,131
Residential placement	250	566
Domestic violence	172	778
Sex offenders	128	204
Drug diversion	500	500
Jail release/intensive supervision	171	227
Driving under the influence	1,290	3,099
Failures on felony probation	197	264
JUVENILE HALL		
Juveniles under supervision	1,032	910
Average Daily Pop	60	73

DEPARTMENTAL BUDGET REQUEST

The Department is requesting an increase in expenditures of $2.3 million, or 16.4%, in revenues of $256,854 or 7%, which leads to an increase in Net County Cost (NCC) of $2.1 million, or 19.5%, over FY93/94. This increase is primarily the result of 8 Group Counselor positions needed to open the new wing at Juvenile Hall scheduled for March 1994, additional supervisory positions in Probation services, and a few support positions. Additionally, the overall budget reflects full year costs associated with the 19.5 positions allocated to this Department in March of 1994 and totally offset by Federal revenue. Three expenses that have significantly increased are; Countywide administrative

overhead by $300,000, retirement costs associated with a safety retirement grievance $170,000, and workers compensation insurance $116,000.

Revenues are up due to the full year realization of the Federal Title IV-A reimbursements and increase in family preservation reimbursements.

Although the Department has requested additional positions with no identified revenues, it anticipated that these expenditures will be offset somewhat by additional Federal Title IV-A and Title 19 revenues. However, the Department believes it is premature to include these revenues prior to Final Budget Hearings. In addition, the Department has made substantial savings in the County share of Foster Care costs. Some of these savings are permanent and could be used for other programs. A more detailed report will be provided during Final Budget Hearings.

COUNTY ADMINISTRATOR'S RECOMMENDATION

The Proposed Budget includes an increase in expenditures of $1.85 million or 13%, an increase in revenues of $12.5 million or 346%.

The reductions in expenditures from the Requested Budget is due to: (1) a reduction in the number of Group Counselor positions (from 8 to 6.4) needed to open the new wing, (2) increased salary savings from filling those positions because the new wing is not scheduled to open until 10/01/94, (3) a reduction in Placement cost expenditures and (4) increased salary savings through out the department due to the time needed for normal hiring process.

Revenues are proposed to increase due to (1) a $9 million contribution from the General fund, (2) revised estimates in the federal Title IV-A revenues and (3) the use of $2.9 million in Proposition 172 funds to finance a portion of the Department's increasing operating expenditures. Use of these funds is consistent with Board of Supervisors approved policy to look at the Criminal Justice area as a system and is needed to offset increase workload being generated from other parts of the system as well the opening of the new Juvenile Hall wing.

While it appears that this budget has no Net County Cost, this is misleading because the General Fund contribution is the Net County Cost. Therefore, the Net County Cost for FY94/95 is $9.08 million which is $1.55 million or 14.64% lower than FY93/94.

SIGNIFICANT BUDGET CHANGES

There are two significant changes in this year's budget:

* The use of Proposition 172 funds to finance a portion of the Department's operation. This action is consistent with Board approved policy. In fact, following the baseline levels set for the use of Proposition 172, this years contribution to Probation would be an additional $3 million. However, these funds are not needed in this budget and are proposed to be used predominantly in the District Attorney and Sheriff's budget.

* This Department, along with the other public protection departments, is now reflected in the Public Safety Fund. This was done in order to be able to track expenditures better and clearly isolate the use of Proposition 172 funds and the General Fund contribution to public protection.

PENDING ISSUES AND POLICY CONSIDERATIONS

A major policy issue which will impact over the entire criminal justice system is the "3-Strikes and

You're Out" legislation that was signed into law in 1994. Even though it is still too early to estimate the impacts of this legislation, it could potentially increase costs substantially in prosecutions, defense, trials and corrections. We will continue to monitor the system closely and report back to the Board of Supervisors when necessary.

In addition, currently pending at the State is Legislation (Isenberg's, AB 3822) that would realign the juvenile justice system. Essentially, Counties would be responsible for (1) paying for all California Youth Authority incarceration costs and (2) operating the youth parole system. As an incentive, the State would turn over $300 million in revenues from criminal and traffic fines, traffic school fees and miscellaneous Court charges to finance the parole and incarceration costs. We are currently analyzing this legislation and is still too early to tell whether Solano County would receive sufficient revenues to offset the costs. In addition, we are reviewing what the impact would be to the rest of Criminal Justice System.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $43,783 of the Fund Balance Incentive Program and the following changes:

* An increase in revenues to reflect SB 910 (Federal Administration money for AFDC programs) and Family Preservation program monies;

* A decrease in safety retirement costs for Probation Officers and Group Counselors;

* A reduction in the County's General Fund contribution as a result of the increases in projected revenues and a decrease in safety retirement costs;

* A technical change to delete 1.0 Home Supervising Officer and add 1.0 Group Counselor to reflect the appropriate classification;

* Increase in expenditures (offset by revenues) for the (a) purchase of Adult Residential Treatment beds, (b) the City of Vacaville Diversion program and (c) lease of additional office space;

* Finally, the Department will work with the City of Dixon to implement a multi-disciplinary police/probation team program to coordinate juvenile crime reduction activities.

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES
BUDGET 2830

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: PROTECTION & INSPECT

SUSAN COHEN
Agricultural Commissioner/
Sealer of Weights & Measures

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$1,473,752	$1,371,690	$1,489,533	$1,489,533	$1,470,733
SERVICES AND SUPPLIES	251,685	265,806	303,538	303,538	298,938
OTHER CHARGES	1,073	161,103	256,874	256,874	256,874
F/A BLDGS AND IMPRMTS	0	0	0	0	10,702
F/A EQUIPMENT	1,731	49,578	3,050	3,050	3,050
TOTAL APPROPRIATIONS	**$1,728,241**	**$1,848,177**	**$2,052,995**	**$2,052,995**	**$2,040,297**
REVENUE					
TAXES	$0	$0	$0	$0	$0
LICENSES,PERMITS AND FRANCHISE	218,590	206,027	217,188	217,188	242,188
FINES,FORFEITURES AND PENALTY	3,700	650	2,000	2,000	2,000
INTERGOVERNMENTAL REV STATE	515,702	458,453	470,204	470,204	470,204
INTERGOVERNMENTAL REV FEDERAL	2,551	2,476	2,200	2,200	2,200
INTERGOVERNMENTAL REV OTHER	34,695	47,668	52,907	52,907	52,907
CHARGES FOR SERVICES	123,203	150,414	133,587	133,587	133,587
MISC REVENUE	43,665	57,000	45,000	45,000	45,000
OTHER FINANCING SOURCES	0	32,459	0	0	0
TOTAL REVENUE	**$942,106**	**$955,147**	**$923,086**	**$923,086**	**$948,086**
NET COUNTY COST	**$786,135**	**$893,030**	**$1,129,909**	**$1,129,909**	**$1,092,211**
POSITIONS	**32**	**32**	**31***	**31**	**31**

*** Allocated positions reflect a limited term position approved during FY92/93**

MISSION STATEMENT

The Agriculture Department is responsible for effective and uniform enforcement of State laws and regulations as set forth in the California Food and Agricultural Code, the California Code of Regulations, the California Business and Professions Code, the California Health and Safety Code, and the California Penal Code, as well as enforcement of pertinent County Ordinances. The Agriculture Department serves the entire County by:

* Promoting and protecting the agricultural industry from pests and diseases by performing inspections.

* Protecting human health and environmental quality by regulating all uses of pest control chemicals.

* Assuring the quality, quantity, and legality of labelling on products sold at retail and wholesale by performing inspections.

* Providing wild animal damage control services for predatory and other animals injurious to the health and property of rural and urban residents.

* Protecting the health and safety of residents by enforcing domestic animal ordinances in the unincorporated area of Dixon and Rio Vista (contract cities); promoting responsible animal ownership, reducing the number of unwanted animals, and preventing cruelty to animals.

* Protecting the health and safety of residents by controlling the spread of rabies and selling dog licenses throughout Solano County.

* Providing temporary shelter for unwanted, abused, and stray animals throughout Solano County.

* Assuring equity and compliance in the marketplace, protecting both sellers and buyers, by enforcing weights and measures laws and regulations.

MAJOR ACCOMPLISHMENTS IN FY93/94

Agricultural Commissioner Division

* Installed computer upgrades for phytosanitary certificates;
* Initiated State funded programs for electronic submittal of pesticide use reports;
* Performed pesticide residue sampling, computerized pesticide record system, and performed pesticide investigations.

Animal Control

* Issued and maintained 22,000 dog licenses and developed an efficient dog licensing system
* Developed computerized deposit reconciliations for revenue disbursements from sales at city halls.

Weights & Measures Division

* All County weighing and measuring devices inspected;
* New retail petroleum meter testing vehicle provides a closed vapor and liquid control system

used in testing gas pumps;
* Construction and equipping of a vapo meter laboratory will be completed by end of FY93/94.

GOALS AND OBJECTIVES FOR FY94/95

Agricultural Commission Division

* Minimize increases in Net County Cost by developing new funding sources;
* Maintain compliance with pesticide use enforcement guidelines for State uniformity.

Animal Control/Rabies Control Division

* Implement year round dog licensing and standardize fees countywide without losing revenue;
* Implementation of a spay/neuter program that would allow all dogs and cats to be altered at shelter prior to leaving.

Weights & Measures

* Maintain weighing and measuring device inspection program for County;
* Implement productivity standard for staff and assure timely inspections of devices countywide;
* Establish new weighing and measuring device registration fees pursuant to new state law.

WORKLOAD INDICATORS

Ag Commissioner Division

* 583 annual pesticide use monitoring inspections of pesticide applications.
* 504 pesticide records inspections.
* 853 pesticide permits issued, 317 private application certificates.
* 845 insect traps deployed and inspected.
* 9,700 inspections of incoming shipments.
* 2,218 lots including seeds, eggs, fruits, vegetables and nursery stock inspected.

Animal Control/Rabies Control Division

* 22,000 licenses sold.
* fed and cared for approximately 12,000 dogs, cats and other animals.
* 1,485 rabies control investigations conducted.
* 1,081 field service requests.

Weights & Measures Division

* Inspected 3,000 weighing and measuring devices countywide.
* Inspected food/grocery stores, delis, candy stores and specialty shops that sell by weight.
* Tested approximately 160 service stations countywide.

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget reflects a $87,889 or 4.4% increase in expenditures and a ($21,085) or (2.2%) decrease in revenues over FY93/94, resulting in a $108,974 or 10.7% increase in Net County Cost, see Graph HP1 for breakdown of Net County Cost detail per division.

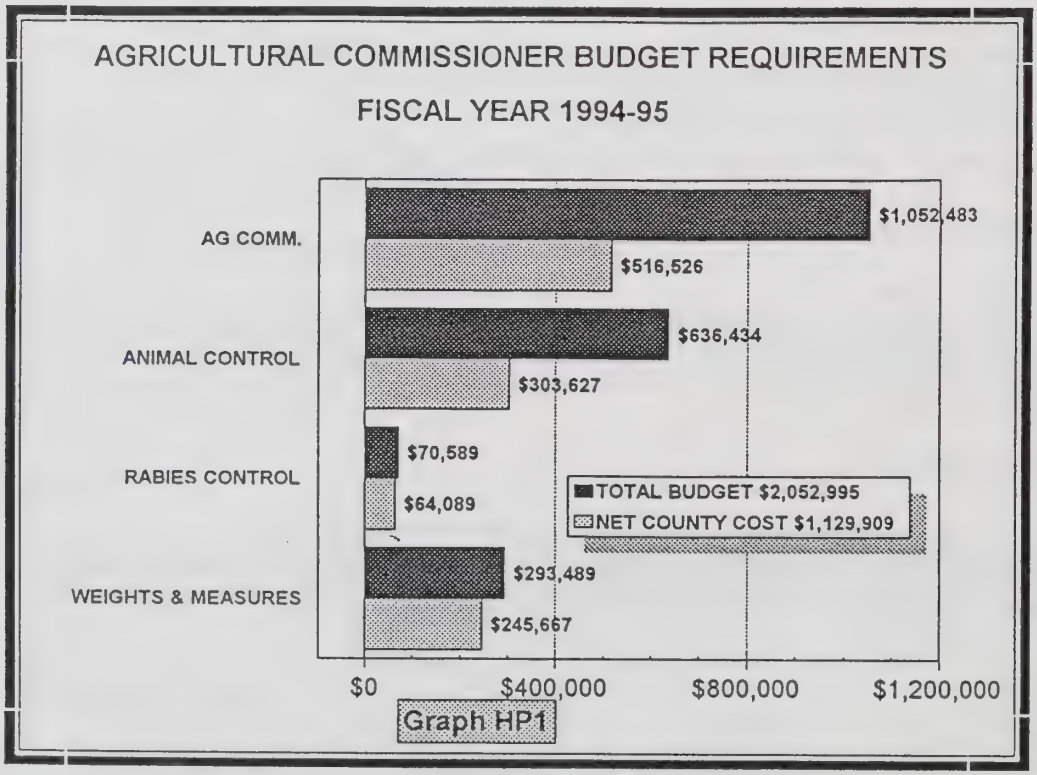
Salaries and benefits show a ($22,402) or (1.5%) decrease over the current year. This is due to an accrued leave payoff last year and lower salaries this year due to new hires. All positions are expected to be filled in FY94/95.

Services and supplies reflect a $21,321 or 7.6% increase over the current year budget. This is mainly due to increases in liability insurance of $9,379 or 77% and central data processing of $15,347 or 112%. Other minor increases are for "shelter" costs (animal food and animal disposal services). Providing an adequate shelter for the animals Countywide is a mandated service.

The "Revenue" portion of the budget is projected to be a ($21,085) or (2%) below FY93/94 budget. This is due to less animal license fees budgeted and less spay/neuter unclaimed deposit refund money being transferred into the operating revenue budget for 94/95. All money transferred from the spay/neuter fund to operating revenue must be totally offset by operating spay/neuter expenditures as required by law.

The animal control and licensing program and the spay/neuter program are mandated programs. Service levels are based on the workload.

The Graph HP1 below shows the Division by Division Net County Cost for this Department.



CAO RECOMMENDATION

When compared to the FY93/94 Final Budget, the Requested Budget shows an **adjusted** increase in Net County Cost of approximately $160,640 or 16%. While approximately $95,520 of this increase is directly attributed to increased Countywide administrative overhead charges, this Department incurred several one-time charges in FY93/94 that, when reduced from the Net County Cost in FY93/94, results in a $65,120 outstanding deficit.

We are recommending that the Board approve this budget on the following conditions:

That a one time contribution of $95,520 be used to offset a significant portion of this overrun on condition that the Agricultural Commissioner draw up contingency plans during FY94/95 to offset the remaining $65,120 deficit and in FY95/96 absorb the total $160,640.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATION

The County Administrator will work with this Department and make further recommendations to the Board, if necessary.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head agrees with the CAO recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $27,402 of the Fund Balance Incentive Program and the following changes:

* Salary savings $40,000 due to leaving a Weights and Measures Inspector III position vacant in the Weights and Measures Division.

*. The revenue increase of $25,000 is attributed to an increase in annual device registration fee charges in the Weights and Measures Division.

* As stated in the Proposed Budget, this department has exceeded its Net County Cost target by $160,620. This department was asked to make reductions and has successfully met a reduction of $65,120. For this fiscal year, we are recommending that the General Fund absorb the remaining $95,520 on condition that this department present a plan of action to the County Administrator's office in January 1995 to bring Net County Cost back to FY93/94 levels.

CORONER & PUBLIC ADMINISTRATOR
BUDGET 2902

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: OTHER PROTECTION

JAMES O'BRIEN
Coroner &
Public Administrator

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$410,054	$476,550	$471,493	$471,493	$471,493
SERVICES AND SUPPLIES	279,033	206,679	224,683	224,683	225,314
OTHER CHARGES	0	47,444	57,502	57,502	57,502
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	9,637	0	0	0	0
OTHER FINANCING USES	0	0	0	0	0
INTRA-FUND TRANSFERS	0	0	0	0	0
TOTAL APPROPRIATIONS	**$698,724**	**$730,673**	**$753,678**	**$753,678**	**$754,309**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$0	$0	$0	$0	$0
INTERGOVERNMENTAL REV STATE	30,180	46,900	36,900	36,900	36,900
INTERGOVERNMENTAL REV FEDERAL	0	0	0	0	0
INTERGOVERNMENTAL REV OTHER	0	0	0	0	0
CHARGES FOR SERVICES	27,381	28,365	30,000	30,000	30,000
MISC REVENUE	2,987	1,744	1,200	1,200	1,200
TOTAL REVENUE	**$60,548**	**$77,009**	**$68,100**	**$68,100**	**$68,100**
NET COUNTY COST	**$638,176**	**$653,664**	**$685,578**	**$685,578**	**$686,209**
POSITIONS	**8.5**	**8**	**8**	**8**	**8**

MISSION STATEMENT

The mission of the Solano Coroner and Public Administrator is to furnish in a timely manner the following services on a 24-hour/day, seven day/week basis: death investigation; determine cause, circumstance, manner and mode of death; make positive identification of deceased persons; notification to next of kin; process death certificates; protect personal and real property of the deceased, process estates through probate; burial of the indigent dead, and maintain a public record.

A primary emphasis of the Office of Coroner is to work closely with police departments to assist them with information obtained from investigation in the field and at the autopsy that will assist them to achieve their objectives of either closing their case or capturing and successfully prosecuting the perpetrator.

In addition, as Public Administrator, this Office is responsible for administering the estates of decedents where the decedent dies intestate and has no known relatives, or when appointed by the Court. The responsibilities of the Public Administrator are governed by the Probate Code and overseen by Superior Court. Some of the duties include: burying the decedent, seizing and controlling any property, paying claims against the estate, collecting any debts, and distributing the estate.

Finally, this Office is charged with responsibility for overseeing the mandatory County indigent burial program, by taking charge of the remains, arranging for burial services, and paying the necessary expenses of the burial, which are a legal charge against the County.

MAJOR ACCOMPLISHMENTS IN FY93/94

SCHEDULE FOR CORONER INVESTIGATOR'S

During FY93/94, the Coroner and Public Administrator's Office negotiated with Human Resources and SAGE to implement a new schedule for the Coroner Investigator's. The new schedule has drastically reduced overtime and standby costs, prevents fatigue caused by work overload, and improved employee morale.

The new schedule has each deputy working an 8 hour shift. This schedule limits the Department to one deputy on each shift. In order for the new schedule to be effective it is necessary to have someone available to fill in when one of the Coroner Investigator's is off. The Forensic Technician is also qualified as a Coroner's Investigator and can fill in when needed.

Autopsy Policy

A new policy was adopted to reduce the number of autopsies. The criteria for performing autopsies has been revised, resulting in fewer autopsies. Savings of $10,000 are projected for FY93/94. With fewer autopsies being performed, there are also fewer removals to be made. A $3,000 savings for removals is projected in FY93/94.

Contract for Pathologist

A contract for the services of a pathologist was established in FY93/94.

Contract for Toxicologist

As directed by the Board, a meeting was held with the District Attorney, Coroner, and Valley Toxicology, the lab that the District Attorney is now using, about what type of savings would be attained if a single contract were developed. The District Attorney and Valley Toxicologist agreed that the contract would stay independent, and not include the Coroner as the District Attorney's contract was renewed in January 1994, and the Coroner's Contract with Institute of Forensic Science does not expire until September 1994. The toxicology testing done by the District Attorney's Office and the testing done by the Coroner's Office are not the same, and there would be no substantial savings.

The Coroner's Office is currently under contract with the Institute of Forensic Sciences. This laboratory has provided excellent service to the Coroner's Office, and the cost was cut in half for FY93/94 from the prior year. However, it was agreed with the District Attorney that a request for proposals would be issued in July for FY94/95 toxicology contract.

The feasibility of a Solano County Laboratory was discussed with the Sheriff, District Attorney, and Health Department. They are all in agreement that they would like to have a Solano County Lab, but have not identified the funds necessary to run it.

Contract for Removal Service

A contract for removal of deceased from the scene of death was renewed for FY93/94.

Contract for County Indigent Burials

In FY93/94 the Board of Supervisors authorized the Coroner to issue a Request for Proposal to contract for the disposition of the indigent dead. A contract was reached with Bryan-Braker Funeral Home for $19,000. In FY92/93, $22,352 was expended for indigent burials. The contract has accomplished not only better service for the indigent of Solano County, but also a savings of $3,352.

Safety Procedure Manual

With the completion and operation of the new morgue, new practices and procedures were audited by Cal OSHA. As a result, a safety manual and exposure control plan was developed and implemented.

Public Administrator Functional Audit

The Department worked with the Auditor and jointly developed and agreed with all of the procedures to address the audit findings.

GOALS AND OBJECTIVES FOR FY94/95

* Continue to closely monitor cases reported to the Coroner in order to perform fewer autopsies.

* Continue to perform mandated duties in the public protection sector with fiscal stability

* Develop alternate revenue to offset general fund expenses. The department is developing a proposal with DMG and Associates to present to your Board to establish the indirect costs of the Coroner and Public Administrator. DMG and Associates are consultants whose calculations for indirect costs have been approved by the State of California. Costs to develop this proposal can be billed to the State of California.

* Continue to develop programs that are a service to the community, such as the Terminal Care Program, Sudden Infant Death Program, Interagency Child Death Review Team.

* To support Peace Officer Standard and Training, educational programs related to professionalism and medical legal death investigation.

* To establish a youthful drunk driver visitation program.

WORKLOAD INDICATORS

CORONER'S OFFICE

Coroner Case Investigations (CCI)		415
Coroner Evaulation Investigations (CEI)		1134
Total CCI and CEI cases		1549
Total Coroner Case Load		**1549**
Total Terminal Care List Cases		**404**

PUBLIC ADMINISTRATOR'S OFFICE

Public Administrator Estate Activity		
Number of Estates Active on January 1, 1993		56
Total New Estates Filed During 1993		16
Total Public Administrator Estate Activity, 1993	72	
Estates Closed During 1992	-24	
Total Active Estates on December 31, 1993	48	
Total Public Administrator Investigations		60
Total Public Administrator Case Load		**132**

COUNTY INDIGENT BURIAL

Total County Indigent Burial Cases	44
Grand Total Solano County Coroner and Public Administrator Case Load	**2129**

DEPARTMENTAL BUDGET REQUEST

The Coroner's Requested Budget reflects a $30,182 or 4% increase in expenditures and a $2,200 or 3% increase in revenues for a Net County Cost increase of $27,982 or 4%. The FY94/95 budget has been affected by increases in the following areas:

Salaries and Employee Benefits: $9,500, due to an employee who was regular full time only a portion of FY93/94, step increases, and increase in employee benefits.

Services and Supplies: $6,181 increase in Liability Insurance, $2,800 increase in biohazardous waste pickup and specialized morgue supplies, Countywide Administrative Overhead: $10,058 increase. Increased revenue of $2,200

The Pathologists are requesting the fee for autopsies be raised from $350 to $400 with the renewal of their contract in September. A survey done throughout the State on the fees Pathologist are charging would put the $400 fee in the middle range. The Pathologists have not had an increase in three years.

The Department is not requesting an increase in the budget for the cost of autopsies for FY94/95. With the new autopsy policy, the increase can be absorbed.

With a decrease in autopsies being performed, the Department projects a decrease of $3,000 in funds budgeted for the removal of the deceased from the scene of death to the central morgue.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

.5 Forensic Technician position was targeted for reduction during the March 1993 Budget Hearings. This position was restored to full time during Budget Hearings in August 1993. The FY94/95 Budget reflects the annual salary for the position.

PENDING ISSUES AND POLICY CONSIDERATIONS

* Once the indirect cost proposal has been finalized, the Department will request an adjustment to their budget to enable them to purchase additional tables for the morgue.

* The Department Head is currently negotiating with the union and the Coroner Investigators on continuing overtime issues resulting from the new scheduling plan. He will keep your Board advised of the budgetary impacts of these negotiations as part of the quarterly review process.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $631 of the Fund Balance Incentive Program from FY93/94 with the following changes:

* Finalized the departmental indirect cost rate. This rate will be used to claim reimbursement for allowable costs from the State program.

* Implemented a new schedule for the Coroner Investigators which will be accepted formally once recommendations by a consulting industrial hygienist are reviewed.

RECORDER
BUDGET 2909

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: OTHER PROTECTION

BOB BLECHSCHMIDT
Assessor/Recorder

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$516,939	$604,350	$651,502	$651,502	$656,502
SERVICES AND SUPPLIES	245,484	220,956	302,987	296,331	311,839
OTHER CHARGES	941	58,928	70,787	185,787	185,787
F/A BLDGS AND IMPRMTS	0	27,208	18,500	18,500	24,500
F/A EQUIPMENT	0	31,440	186,791	186,791	217,296
TOTAL APPROPRIATIONS	**$763,364**	**$942,882**	**$1,230,567**	**$1,338,911**	**$1,395,924**
REVENUE					
TAXES	($169,444)	$191	$0	$0	$0
FINES,FORFEITURES AND PENALTY	507	0	0	0	0
INTERGOVERNMENTAL REV STATE	0	0	0	0	0
CHARGES FOR SERVICES	896,007	1,105,652	1,292,297	1,407,297	1,390,693
MISC REVENUE	124,715	192,370	118,794	118,794	118,794
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$851,785**	**$1,298,213**	**$1,411,091**	**$1,526,091**	**$1,509,487**
NET COUNTY COST	**($88,421)**	**($355,331)**	**($180,524)**	**($187,180)**	**($113,563)**
POSITIONS	**14**	**14**	**16**	**16**	**16**

MISSION STATEMENT

The Recorder's Office is charged with timely and accurate creation and maintenance of Solano County's land title records. It is here that public birth, death and marriage records are registered. The Recorder's Office is unique because it is one of the few divisions of county government that, by statute, is expected to be self-supporting through fees charged for services. The division presently contains three units: Official Records, Data Processing and Vital Records/Micrographics.

MAJOR ACCOMPLISHMENTS IN FY93/94

* The Vital Records Unit and the Micrographics Laboratory were moved to 645 Delaware St., Fairfield on March 25, 1994. This merger of the unit's two physical locations saves over $12,000 annually by eliminating lease expenses. Handicapped access is insured at the new location. Taxpayers have increased parking and no longer wait for copy services in a drafty hall. An improved public searching area is also available.

* As of May 1, 1994, taxpayers wishing to obtain large scale copies of parcel and subdivision maps may obtain them directly from the Recorder's Office at 645 Delaware Street without having to be redirected to the Transportation Department in Suisun. The Recorder is finally able to offer this service because the new service facility has sufficient space to house the required machinery which prints maps from microfilm.

WORKLOAD INDICATORS

The workload for the Recording Division has increased dramatically the last several years. At first glance, workload increases would seem contradictory given the local economy. The workload has been high in spite of the recession because interest rates were low. Low interest rates have triggered multiple refinancings which boosted recording activity to unprecedented levels.

Although the Recorder's office is busier than ever it is not bringing in total revenue commensurate with previously experienced workload increase periods. The number of property sales handled by the Recorder's Office are down from just a few years ago. Reduced property transfers the past few years have kept Transfer Tax Collections stagnated at levels much lower than was experienced during the late 1980's and early 1990s. There is some indication that deed recordings (ownership transfers) may increase. Hopefully, interest rate increases won't put a damper on this promising trend. The number of land record document searches and copies provided has remained stable over the last three years but has shown an upturn just lately.

GOALS AND OBJECTIVES FOR FY94/95

* Hire 2 additional Document Clerks to eliminate back logs of verification and document returns and potential liability to the County.

* Install electronic phone service to provide information regarding assessment programs. Eventually taxpayers will be able to verify records or obtain property information available 24 hours a day.

* Provide the public research area with one or more terminals in order for clients to search the most current indexes without having to use microfiche. They will use Computer Output Laser Devices (COLD) which will enable faster, more focused searching with less frustration and a shorter learning curve.

* Equip the public research area with coin operated microfilm reader/printers so that clients can make copies of official records.

* Consider absorbing the Health Department birth and death registration function. No recommendation has been made to the Board of Supervisors at this writing. It is clear that clients will be better served by such a union. Service delays can be reduced by allowing the Recording Division access to the Health Director's registration system known as the AVSS system. Redundancy of data indexing would be eliminated. Presently event data is keyed by staff at both the Health Department and the Recorder's Office.

* Consolidate the mapping function under the direction of the Map Drafting Unit under the Recording Division. Expected outcomes are improved program direction, better map indexes and improved client service at no additional cost to the County.

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget reflects expenditures of $1,230,567 and revenues of $1,411,091. The Recorder's office is able to recoup its expenses through fees for services. Consistently, the Department has received more revenue than expense over the last few years. As projected for FY94/95, the Recorder's Requested Budget indicates an excess of revenue in the amount of $180,524.

Recording fees will be increased by $2.00 per document this year. As a result, the Division requested to add two Document Clerk positions to eliminate backlog of verification and document returns.

A number of fixed assets improvements are requested in this budget. They are map cabinet, $12,000, Interactive Voice Response and mail system,. $40,000, replacements of microfisch readers, $7,500, duplicator, $18,000, computer and printers and furniture for the two new employees. The Requested Budget also has $18,500 to complete the remodeling started in FY93/94 to improve the reception area and increase security at the 645 Delaware Street building.

CAO RECOMMENDATION

We concur with the Department's Requested Budget with the following additional information:

* The Recorder's budget will reimburse the Assessor's budget $115,000 fee administrative costs, a share of SCIPS cost and fixed asset costs which will be incurred in Budget Unit 1150.

* Total proposed appropriation is $1,338,911, an increase of $366,636 or 37% while estimated revenue is $1,526,091, an increase of $475,828 or 45% when compared with FY93/94 Final Budget.

* The Recorder's budget continues to offset expenses by fees and is able to have excess revenue at year end with an estimate of $187,180.

* All costs in this budge are offset by the current legislative fees dictated by the State. Any major improvements and replacement of equipment costs are born by the Recorder's trust fund which is restricted for the use of the Recorder's programs.

SIGNIFICANT BUDGET CHANGES

Since the consolidation of the Assessor/Recorder's Office into one administration, in January 1993, the Department is now abie to determine the administrative cost to provide support to the Recorder's program.

An amount of $115,000 will be charged to the Recorder's budget to reimburse General Fund for the Assessor's administrative staff time, share of SCIPS cost and some fixed assets.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues and policy considerations.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the County Administrator's recommendation.

FINAL BOARD ACTION

The Board approved the budget as proposed with the inclusion of $44,505 of the Fund Balance Incentive Program from FY93/94 and the following changes:

* Decrease revenue from recording fees by $29,112 due to a decrease in recording attributable to the rise in interest rates.

* Increase in SCIPS-Data Processing Services of $12,508 for upgrades to system.

* Increase automation revenue to offset for SCIPS increase of $12,508. It is attributable to Recorder's Operations and is funded from the Automation-Micrographics Trust Fund.

ENVIRONMENTAL MANAGEMENT
BUDGET 2910

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: OTHER PROTECTION

JOHN TAYLOR
Director
Environmental Management

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$2,306,469	$2,417,140	$2,739,699	$2,739,699	$2,739,699
SERVICES AND SUPPLIES	1,082,187	703,320	581,953	581,953	696,171
OTHER CHARGES	10,358	214,590	340,486	340,486	354,186
F/A BLDGS AND IMPRMTS	17,914	0	15,000	15,000	0
F/A EQUIPMENT	27,412	28,800	23,700	23,700	69,320
OTHER FINANCING USES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$3,444,340**	**$3,363,850**	**$3,700,838**	**$3,700,838**	**$3,859,376**
REVENUE					
LICENSES,PERMITS AND FRANCHISE	$1,465,269	$1,765,296	$1,623,436	$1,682,928	$1,682,928
FINES,FORFEITURES AND PENALTY	0	140	0	0	0
REVENUE FROM USE OF MONEY/PROP	0	0	0	0	0
INTERGOVERNMENTAL REV STATE	144,385	251,142	331,501	351,319	358,319
CHARGES FOR SERVICES	332,270	299,086	193,000	193,000	193,000
MISC REVENUE	777,301	475,305	244,900	244,900	306,200
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$2,719,225**	**$2,790,969**	**$2,392,837**	**$2,472,147**	**$2,540,447**
NET COUNTY COST	**$725,115**	**$572,881**	**$1,308,001**	**$1,228,691**	**$1,318,929**
POSITIONS	**54**	**51**	**51.5**	**51.5**	**52**

MISSION STATEMENT

The mission of the Department of Environmental Management is to provide for the well being of Solano County's present and future residents through administration and enforcement of Federal, State and Local laws and policies adopted to preserve and protect the individual and the environment; and, through the provision of professional planning services, prepare land use plans that facilitate the orderly development of Solano County.

The Department of Environmental Management was created by the Board of Supervisors in 1983 with the intent to combine those aspects of County government related to land use regulation and permitting and consists today of three principal divisions: Building and Safety, Environmental Health, and Planning. Prior to being brought together into the new department Planning had been a free standing County department, Environmental Health had been a Division of the County Health Department and the Building and Safety function was carried out under the management wing of Planning. In FY90/91 the building permitting and inspection services was elevated to division level, as the Building and Safety Division.

Organizing the Department to include Environmental Health requires the consent of the State Department of Health, which is concerned with the ongoing ability of the Division to carry out its public health responsibilities and from which the Division derives its authority. The County Departments of Environmental Management and Health Services have entered into a Memorandum of Understanding which clarifies the authority of the County Health Officer vis-a-vis Environmental Health programs and personnel related to matters of public health concern. This MOU is essential to maintaining the Department in its current organizational structure.

During FY93/94 the Building and Safety Division assumed responsibilities for implementation and management of the County's Abandoned Vehicle Abatement Program. Funded through a surcharge on vehicle license fees, this program will direct itself to abatement of abandoned vehicles in the unincorporated County.

In addition to its land use related responsibilities and provision of staff support to the Planning Commission, the Planning Division also provides staff services to the Local Agency Formation Commission, the Airport Land Use Commission, and the County Housing Authority.

MAJOR ACCOMPLISHMENTS IN FY93/94

Planning Division 2912, 2914

* Completed B & J Landfill expansion EIR and Use Permit.
* Completed English Hills and White Wing Estates EIR.
* Updated land use and circulation element map.

Building & Safety Division Unit 2916

* Began microfilming records.
* Made agreement with auto dismantler for tow and destruction of abandoned vehicles.

Environmental Health Division

* Local oversight program fully operational and includes City of Vallejo.
* 100% of all food and swimming pools in County inspected biannually.
* All hazardous material facilities inspected on biannual basis.

GOALS AND OBJECTIVES FOR FY94/95

* Ensure timely and professional delivery of service by all Department of Environmental Management personnel in the conduct of their duties.

* Ensure an open and helpful process to dealing with department matters including providing assistance in the permit application process, as well as matters involving enforcement of State and County laws.

* Secure resources necessary for continued attainment of high performance standards through employment of sound budget preparation and management principles.

* Pursue entrepreneurial approaches to accomplishment of tasks and provide leadership through encouragement of new ideas on how to get the work done.

* Increase skill and capability of Director through participation in professional associations and through seeking out relevant education and training opportunities.

WORKLOAD INDICATORS

Director

* Staff support for various committees.
* County Planning Director, LAFCO Executive Officer, Secretary to County Housing Authority.

Planning Current/Future

* Prepares staff reports, consults with Planning Committee on bi-monthly basis.
* Public inquiry, permits processing on daily basis.
* Processed 10 Ag Preserve Applications, 85 Use Permits, 25 Gas/Oil Drilling Permits.
* Received 70 subdivision applications, 90 business licenses, 260 building permits.
* Maintenance, update of Solano County General Plan.
* Administration, preparation of Community Development Program.
* Coordination and participation of planning studies with other government agencies.

Building & Safety Division

	Units	Permits
Permit Activity	80	200
Single Family Dwellings	200	400
Residential Remodel	200	400
Other Residential	200	280
Commercial/Industrial	45	110
Other (Ag)	40	60
Total Inspections	9,430	

Environmental Health

Consumer Protection
* Inspected 1,160 fixed food facilities, twice per year, 300 mobile facilities annually.
* Responded to 20 food borne illnesses complaints.

Housing Program
* 1 inspection/1 follow up of 66 inventoried hotels, motels, labor camps, mobile home parks.
* Inspect 300 housing complaints.

Recreational Health
* 2 original inspections for 371 swimming pools, spas, other recreational facilities.

Other
* 25 complaints of failing septic tank systems.

Technical Services

Water Program
* 1 inspection of 15 small water supply systems.
* Issue 60 water, 60 monitoring, 5 cathode, 2 well permit and 36 well distributor permits.

Land Use
* Inspect 80 applications dealing with land use issues.

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget reflects an increase in expenditures of $104,607 or 2.9% and an increase in revenues of $21,725 or 1% for an increase in Net County Cost of $82,882 or 6.8%.

Salaries and employee benefits show an increase of $114,272, primarily in the Buildings and Safety Division and Environmental Health Division from full year funding for 3 positions approved by the Board in FY93/94. Services and supplies show a ($120,701) decrease or (17%) over the prior year, primarily in the contracted services (fewer Environmental Impact Reports for major land use projects) and other professional Services (a decrease in the number of vehicles towed for abatement) and data processing services line items.

Other charges show an increase of $108,455, primarily in countywide administrative costs. Fixed Assets include $15,000 for Buildings and Improvements and $23,700 for 7 personal computers, a micro fiche reader/printer and 3 hand-held radios.

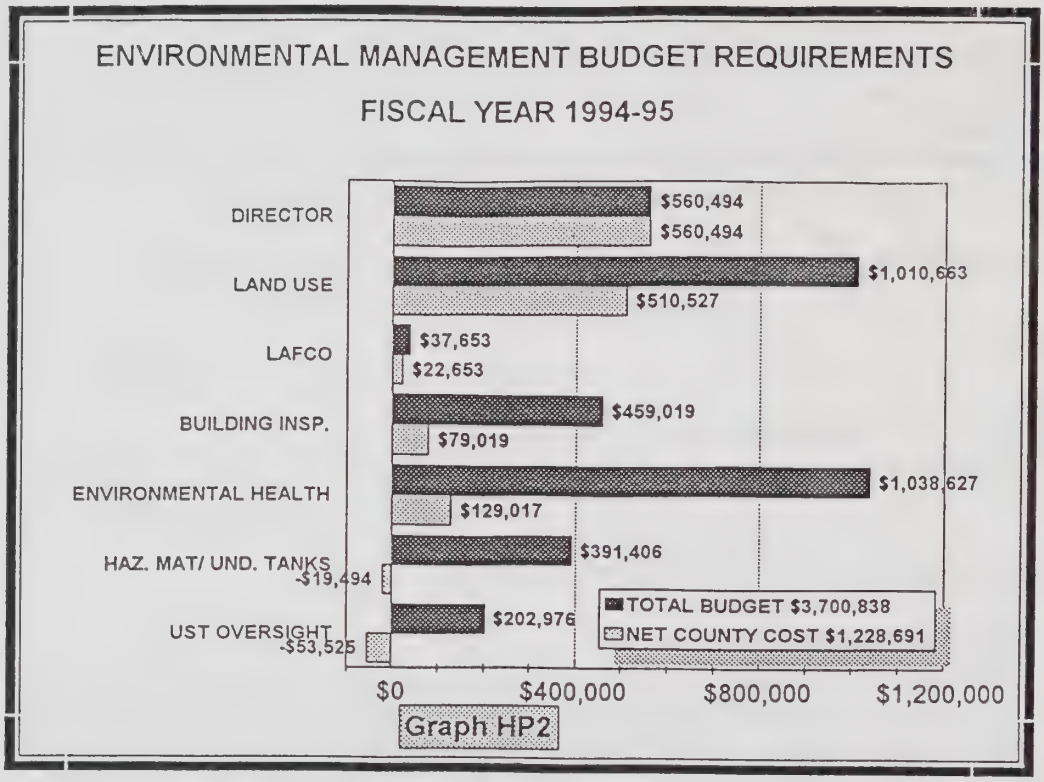
Revenues show an increase of $21,725 over the prior year, mainly in Building, Solid Waste, and Hazardous Materials Permits and Abandoned Vehicle Abatement Funds from DMV registration fees. Charges for services show a decrease of $75,000 primarily from a reduction in major land use projects. Miscellaneous Revenue show a ($65,617) or (21%) decrease due to fewer EIRs in FY94/95.

Please see Graph HP2 on the following page for Environmental Management Budget Requirement and Net County Cost for each division.

CAO RECOMMENDATION

Besides a slight increase in revenues, $59,492 from Zoning, Solid Waste and Food permits, the County Administrator concurs with the Department's Requested Budget.

Please refer to Graph HP2 below for a division by division Net County Cost of this Department's Proposed Budget.



SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head agrees with the CAO recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $105,238 of the Fund Balance Incentive Program and the following changes:

* Planning Division: Projects recommended by the Local Task force of Integrated Waste Management, $13,500; funds to complete the Homeacres Plan, $12,000; as well as school grants for recycling and composting projects, $13,700.

* Environmental Health: 2 laptop computers for Local Enforcement Agency staff to carry out enforcement activities, $7,000.

* Hazardous Materials: 5 laptop computers and accessories for Hazmat personnel, $19,100.

* The $15,000 previously budgeted for buildings and improvements has now been deleted.

* The department is also adding a .5 FTE Environmental Engineer position. This will bring the total FTE Environmental Engineer positions to 2.0. This increase is revenue offset.

EMERGENCY SERVICES
BUDGET 2950

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: OTHER PROTECTION

BIRGITTA CORSELLO
Director, General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$46,692	$100,334	$41,892	$40,842	$40,842
SERVICES AND SUPPLIES	91,562	77,738	104,342	104,342	104,342
OTHER CHARGES	0	50,810	58,783	64,821	64,821
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	0	13,216	0	0	3,947
OTHER FINANCING USES	0	0	0	0	0
INTRA-FUND TRANSFERS	0	0	36,517	36,517	36,517
TOTAL APPROPRIATIONS	**$138,254**	**$242,098**	**$241,534**	**$246,522**	**$250,469**
REVENUE					
LICENSES,PERMITS AND FRANCHISE	$0	$0	$0	$0	$0
FINES,FORFEITURES AND PENALTY	0	0	0	0	0
INTERGOVERNMENTAL REV STATE	0	45,117	0	0	0
INTERGOVERNMENTAL REV FEDERAL	17,387	25,645	29,500	29,500	29,500
INTERGOVERNMENTAL REV OTHER	1,000	0	5,000	5,000	5,000
CHARGES FOR SERVICES	19,455	23,767	20,000	20,000	20,000
MISC REVENUE	9	25,235	39,000	39,000	39,000
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$37,851**	**$119,764**	**$93,500**	**$93,500**	**$93,500**
NET COUNTY COST	**$100,403**	**$122,334**	**$148,034**	**$153,022**	**$156,969**
POSITIONS	**2**	**2**	**1**	**1**	**1**

MISSION STATEMENT

The Office of Emergency Services is a section of the General Services Department that provides coordination, planning and administrative safeguards necessary to minimize loss of life and personal property damage and assist in the stabilization of the community in the event of a natural or man-made disaster.

As outlined in State law and by agreements with the cities of Solano County, the Office of Emergency Services, in an emergency, is to act as the Operational Area Headquarters for all local government jurisdictions within the County. The Office of Emergency Services serves as the focal point for information flow between Cities and other governmental jurisdictions and the State, coordinates and conducts programs that will improve the emergency readiness of all Cities and districts of the County.

MAJOR ACCOMPLISHMENTS IN FY93/94

* The development and execution of two County Disaster exercises. One "a surprise", exercise focusing on and testing callout of County staff to respond to the Emergency Operation Center for an exercise dealing with hazardous materials. The second, an exercise testing communication links between Travis A.F.B., the County Emergency Operation Center (EOC) and the EOC of various cities dealing with an earthquake.

* The Re-establishment of a training program for County staff who have duties during a County-wide disaster to improve staff knowledge and readiness to be able to deal with emergencies.

* The development of job descriptions, detailed organizational charts and check lists for key positions in the County's Emergency Operations Center.

GOALS AND OBJECTIVES FOR FY94/95

* The programming and implementation of the Teleminder, a computerized system which can be used for Emergency Response notification.

* Research and work to update/re-establish resource reference manuals to be used during County-wide emergencies and disasters.

* Re-location of Emergency Operations Center.

* Revise the Solano County Emergency Plan to conform with new legislation (Multi Hazard Responses and Standard Emergency Management System Operations).

* Re-establish with the cities and the fire chiefs, cooperatively a volunteer program which would focus on community education/preparedness.

* Participate in the development, implementation, maintenance and review of emergency management plans and departmental programs, policies and procedures.

* Develop, expand and assist in the distribution of information, participate in and present programs developed to educate and provide disaster preparedness information to the public, schools, and civic and community groups.

* Review and document the Emergency Communications System of the County, identifying all linkages and listing areas of potential loss and alternate means available during a major, catastrophic emergency.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects a 7% increase in Net County Cost. The increase is the result of increases in expenses exceeding revenues. This budget is currently funded with 1.5 FTE positions, as approved by the Board of Supervisors in FY92/93.

Salaries and wages have decreased, due to the transfer of the Deputy Director position from the Office of Emergency Services (OES) to the General Services Administration Budget. This change was made at the recommendation of the Auditor/Controller Staff as part of the updating of the A-87 Overhead Cost Plan. One half of the Deputy Director position, $36,517, is being charged back to the OES budget through an Intra-Fund transfer.

Services and supplies have increased due to the inclusion of $39,000 in one-time expenses budgeted in Maintenance - Bldgs for a portion of the relocation costs for moving the Emergency Operation Center (EOC). These costs are revenue offset by funds coming from an EMS donation for this project. The $39,000 in revenue is currently on deposit in an OES Trust Fund. There are no fixed assets requested in the Requested Budget.

Intra Fund transfers has changed from a negative figure of $10,000 which is an error in the FY93/94 Budget. Prior to FY93/94 Environmental Management reimbursed OES for support services provided by OES related to hazardous material related records and training. This service was discontinued in FY92/93, and approved by the Board of Supervisors to be deleted from the Budget, however the final correction was not made. The $36,517 budgeted in FY94/95 represents I/2 of the Deputy Director's salary and benefits.

Total revenues have increased. Revenue budgeted in Charges for Services have decreased. The FY93/94 Budget overstated anticipated revenues from the Civil Defense Telephone System. Historical reimbursement from this source has been about $20,000 not the $42,000 budgeted. Other revenue has increased to include the one time transfer of revenue to offset the cost of the relocation of the EOC.

WORKLOAD INDICATORS

Much of the work performed in Emergency Services is not quantifiable in terms of units of work performed. The true test of workload success would be measurable in a disaster. In the absence of a disaster, reviewing, revising and practicing or testing response plans are key functions and activities performed by staff. A second critical function is continued public education in disaster preparedness.

CAO RECOMMENDATION

We concur with the Department's Requested Budget with a minor change of A-87 costs from $58,783 to $64,821 and the deletion of compensation time off pay.

SIGNIFICANT BUDGET CHANGES

There are no significant budget changes regarding this Proposed Budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

None

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $3,947 from the Fund Balance Incentive Program.

INSTITUTIONAL MEDICAL SERVICES
BUDGET 3955

Fund: 001 GENERAL
Function: PUBLIC PROTECTION
Activity: HOSPITAL CARE

DON ROWE, Health & SS
AL CARDOZA, Sheriff
MIKE ROBAK, Probation

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$1,583,625	$1,488,777	$0	$0	$0
SERVICES AND SUPPLIES	44,398	44,100	0	0	0
OTHER CHARGES	21,423	128,782	0	0	0
F/A EQUIPMENT	3,217	42	0	0	0
OTHER FINANCING USES	2,234	0	0	0	0
INTRA-FUND TRANSFERS	(30,228)	(1,661,989)	0	0	0
TOTAL APPROPRIATIONS	**$1,624,669**	**($288)**	**$0**	**$0**	**$0**
REVENUE					
MISC REVENUE	$0	$0	$0	$0	$0
OTHER FINANCING SOURCES	3,093	0	0	0	0
TOTAL REVENUE	**$3,093**	**$0**	**$0**	**$0**	**$0**
NET COUNTY COST	**$1,621,576**	**($288)**	**$0**	**$0**	**$0**
POSITIONS	**27.8**	**24.8**	**0**	**0**	**0**

MISSION STATEMENT

It is the mission of the Institutional Medical Services (IMS) Program to provide medical, mental health, dental and related health care services to incarcerated persons in the Solano County Detention Facilities including Juvenile Hall. The purpose of the services is to assist inmates/wards maintaining the health levels that they could attain if they were receiving Health/Mental Health Services from Solano County on a outpatient or community basis. These services are mandated by laws and regulations in the California Penal Code, California Administration Code and the California Health & Safety Code.

MAJOR ACCOMPLISHMENTS IN FY93/94

* If approved by the Board of Supervisors on June 28, 1994, began implementation of a program to transfer the Jail Medical Program responsibility from Health & Social Services Department to the Sheriff's Department.

* The program has continued to provide 24 hours-365 days/year nursing, medical, mental health, and dental services to all incarcerated people.

* The number of Juvenile Wards has greatly increased to a population of 90 plus. All wards were screened after intake by nurses. Most of the wards received comprehensive health examinations including immunizations and laboratory work.

* This year Children's Health & Development Program (CHDP) physicals have been done and a new source of revenue has been established allowing Solano County to bill for the physicals on those wards who are income eligible. The estimate for this revenue is approximately $10,000.

* In the adult jails this year we have provided x-ray services within the Justice Center Jail thereby eliminating the security risks and some transport movement and guarding costs to the Primary Care Clinic. Claybank inmates needing x-rays must still be transported to the Justice Center Jail

* Early identification and through increased laboratory testing of women who may be pregnant has been a priority and is funded with a special program through the March of Dimes. These pregnant women are identified and Prenatal Care is initiated with assistance in transferring them to Community Prenatal Programs when they are released.

GOALS AND OBJECTIVES FOR FY 94/95

* To increase revenue from CHDP Program in Juvenile Hall.

* To continue to provide as many on site services as possible such as dental, x-ray, special laboratory studies, etc.

* To continue to meet all the regulations and minimum standards for local Detention Facilities as well as community standards for care.

* To minimize County liability and movement of inmates both in the facility and off site for health care services.

* To establish the highest productivity rates of current employees as possible maintaining high levels of quality and without jeopardizing risk for liability.

* Investigate 3rd party inmate billing.

WORKLOAD INDICATORS

Workload Statistics

	FY92/93
DIAGNOSIS	
Alcoholism	341
Cardia Problems	29
Dental Problems	130
Diabetes Mellitus	88
Drug Abuse	446
General Physical	1,749
Hypertension	176
Infectious Disease	30
Mental Illness	266
Orthopedic Problem	53
Pregnancy	57
Trauma	54
Tuberculosis	10
Venereal Disease Contact	70
Viral LHepatitis	9
Asthma	215
Epilepsy	142
All Other	330
TOTAL	**4,204**
Total Patients	2,627
Avg Diagnosis per Patient	1.6

DEPARTMENTAL BUDGET REQUESTS

No fiscal data are reflected in this budget because it included Probation, Health and Social Services and the Sheriff's Department. However, the Requested Budget can be broken down into three components:

* $259,891 and 2.6 positions for medical care for Juvenile Hall, which is reflected in Probation and HSS budgets. The primary change is the request for a second shift from 3:00 p.m.- 11:00 p.m. of nurses in the Juvenile Hall: the increase in population, the increase in wards with mental health related problems and the increase in the violent behavior of wards are also reasons for the need to increase nursing coverage for Juvenile Hall. Currently, almost all medications are dispensed and administered by Counselors, this is high risk due to the types of medications which are prescribed for these wards, specifically mental health medications. Many of those drugs need specific monitoring and re-evaluation, also some are given only as needed which means the Counselors are to medically evaluate wards which they are untrained to do.

* $779,561 and 14.3 positions medical mental care for the County's inmate population. These expenditures are reflected in the HSS budget and includes a program expansion to incorporate

the Forensic Alternative Community Treatment program to divert Mentally ill misdemeanor offenders from jail to the community mental health system in a structured intensive dual supervision program with the Probation Department.

* $2.3 million and 30 positions to provide medical care inmates in the County's two jails. These expenditures are reflected in the Sheriff's Department budget and indicate a major shift in responsibility, management, and accountability of this program. As adopted by the Board in June 1994, this change provides for positions to expand the service level in the jails, manage medical costs, work with the provider community, increase inmate supervision and screening and establish a clear line of responsibility.

CAO RECOMMENDATION

On June 28, 1994, the Sheriff Department, Health and Social Services and the Probation Department will present a comprehensive new Institutional Medical Care program. Detailed information will be filed and made available to the public.

SIGNIFICANT BUDGET CHANGES

The significant change is the transfer of the program to the Sherrif's Department and the fiscal data is reflected in that budget. In addition, the level of nurse care to Juvenile Hall has been expanded to accomodate the increases in Juvenile wards.

PENDING ISSUES AND POLICY CONSIDERATIONS

Due to the significant transfer in management of this program, we will conduct a six-month evaluation and report back to your Board the program's results.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

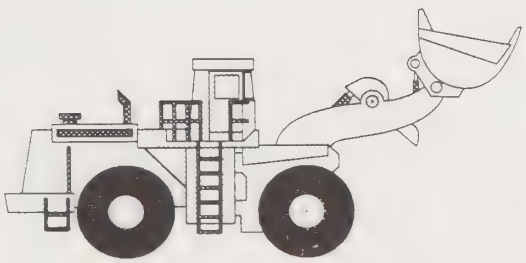
Not applicable.

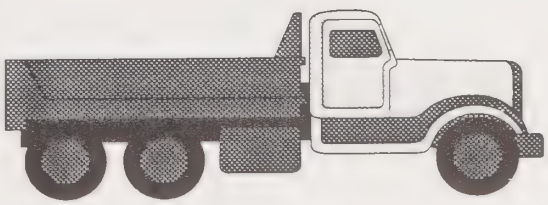
FINAL BOARD ACTION

The Board approved the transfer of responsibility and management of this program to the Sheriff's Department during the July 12, 1994 Board meeting. As a result, the FY94/95 Budget for the Sheriff's Department includes funding and the allocation of positions to run this program. However, as specified during the Board meeting, the program will not be transferred until the Sheriff's Department hires a Physician Manager.

In addition, the Probation Budget includes funding for the Health and Social Services Department to run the Juvenile Hall Medical Services Program.

PUBLIC WAYS & FACILITIES





FISH AND GAME
BUDGET 2903

Fund: 012 FISH AND GAME
Function: PUBLIC WAYS & FAC
Activity: OTHER PROTECTION

BIRGITTA CORSELLO
Director, General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$0	$0	$0
SERVICES AND SUPPLIES	0	0	0	0	0
OTHER CHARGES	13,457	12,590	12,500	12,500	12,617
F/A EQUIPMENT	0	0	0	0	0
TOTAL APPROPRIATIONS	**$13,457**	**$12,590**	**$12,500**	**$12,500**	**$12,617**
REVENUE					
FINES,FORFEITURES AND PENALTY	$8,647	$15,586	$9,500	$9,500	$0
REVENUE FROM USE OF MONEY/PROP	2,620	2,725	3,000	3,000	1,475
INTERGOVERNMENTAL REV FEDERAL	0	0	0	0	0
CHARGES FOR SERVICES	0	409	0	0	0
TOTAL REVENUE	**$11,267**	**$18,720**	**$12,500**	**$12,500**	**$1,475**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

Fish and Game is part of the Parks and Grounds Division of General Services. It is responsible for distributing fine monies collected for violations of fish and game laws. The money is disbursed in the form of small grants to local organizations intended to improve the wildlife habitat and propagation. Grants are made at the recommendation of the seven member Fish and Game Fine Fund Committee.

MAJOR ACCOMPLISHMENTS IN FY93/94

The Fine Fund Committee completed the FY 1993/94 grant cycle by awarding $11,921 to four local organizations: Suisun Resource Conservation District $2,200, Suisun Marsh and Natural History Association $3,000, Solano County Wildlife Committee $4,921, Dixon Ulatis Resource Conservation District $1,800.

GOALS AND OBJECTIVES FY94/95

A primary goal for FY 1994/95 is to find and convince more groups interested in wild habitat enhancement and restoration to develop projects and to apply for grant funds.

DEPARTMENTAL BUDGET REQUEST

The Department is requesting a $579 or 5% increase in expenditures and revenues from increased fines collected for violations of Fish and Game laws. There is no Net County Cost to this budget unit.

WORKLOAD INDICATORS

Measures of workload for this budget entity include the total fines disbursed ($11,921) and the total number of projects funded.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head is in agreement with the County Administrator's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

TRANSPORTATION
BUDGET 3010

Fund: 101 ROAD
Function: PUBLIC WAYS & FAC
Activity: PUBLIC WAYS

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$3,894,575	$3,857,414	$3,849,350	$3,849,350	$3,981,369
SERVICES AND SUPPLIES	3,387,244	3,865,512	2,821,374	2,821,374	3,001,951
OTHER CHARGES	139,035	139,451	228,101	228,101	228,101
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	145,113	139,013	14,000	14,000	14,000
OTHER FINANCING USES	45,448	0	0	0	0
APPROP FOR CONTINGENCIES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$7,611,415**	**$8,001,390**	**$6,912,825**	**$6,912,825**	**$7,225,421**
REVENUE					
TAXES	$788,522	$911,624	$673,600	$673,600	$688,880
LICENSES,PERMITS AND FRANCHISE	30,911	18,837	15,000	15,000	15,000
FINES,FORFEITURES AND PENALTY	0	0	0	0	0
REVENUE FROM USE OF MONEY/PROP	177,247	100,321	109,476	109,476	109,476
INTERGOVERNMENTAL REV STATE	4,656,180	5,341,060	5,149,851	5,149,851	5,150,476
INTERGOVERNMENTAL REV FEDERAL	267,331	287,019	139,500	139,500	139,500
INTERGOVERNMENTAL REV OTHER	0	10,000	0	0	0
CHARGES FOR SERVICES	697,420	840,483	722,361	722,361	780,658
MISC REVENUE	159,430	220,220	0	0	0
OTHER FINANCING SOURCES	294,648	30,312	0	0	0
TOTAL REVENUE	**$7,071,689**	**$7,759,876**	**$6,809,788**	**$6,809,788**	**$6,883,990**
POSITIONS	**80**	**80**	**77**	**77**	**77**

MISSION STATEMENT

The Transportation Department - Roads Division maintains a 610 mile road system in the unincorporated area of Solano County. This includes road and bridge repair and restoration and engineering work involved in the design and construction of road and bridge projects. This division also maintains a 58 mile system of storm drainage channels under contract to the Solano County Water Agency. The division provides staff support services to: 1) the Solano Transportation Authority, a joint powers agency providing countywide transportation planning policy, and 2) the County Surveyor/Engineer and Solano Commute Information which are separate County budget units.

MAJOR ACCOMPLISHMENTS IN FY93/94

* New bridges were constructed on English Hills Road at English Creek and at Sweeney Creek.
* Hay Road was reconstructed between Meridian Road and Lewis Road.
* De Mello Road was reconstructed over its entire length.
* Pitt School Road was reconstructed from Hawkins Road to 1.5 miles north.
* Leisure Town Road was reconstructed from Midway Road to 1.1 miles north.
* Peabody Road was resurfaced from the Fairfield city limit to the Vacaville city limit.
* Major slides were repaired on Cantelowe Road just east of Steiger Hill Road and on Mix Canyon Road.
* The Department's administrative office was relocated from a substandard converted warehouse at 1961 Walters Court, Fairfield, to a new office building at 333 Sunset Avenue, Suisun City.

GOALS AND OBJECTIVES FOR FY94/95

* Construct bridges on Chadbourne Road at Wells Slough, Ledgewood Road at Ledgewood Creek, and Pleasant Valley Road at Pleasants Creek.
* Complete earthquake retrofit of the bridge on Skaggs Island Road at Napa Slough.
* Complete design and environmental work for bridges on Rockville Road at Green Valley Creek, Old Davis Road at Putah Creek, Olive School Lane at McCune Creek and Gordon Valley Road at Gordon Creek.
* Design a bicycle and pedestrian facility along Green Valley Road between the Fairfield City Limits and Rockville Road (approximately 1.5 miles).
* Reconstruct Montezuma Hills Road from 1 mile east of Birds Landing Road to 1.7 miles east of Birds Landing Road.
* Resurface approximately 12 miles of road with asphalt concrete overlay.

WORKLOAD INDICATORS

Process and issue 180 Transportation Permits. This is approximately the same number as were processed and issued in FY 93-94.

Process and issue 80 Encroachment Permits. This is approximately the same number as were processed and issued in FY 93-94.

Preparation of plans and specifications for the following bridge projects:

Rockville Road at Green Valley Creek
Old Davis Road at Putah Creek
Olive School Road at McCune Creek
Gordon Valley Road at Gordon Creek

Preparation of plans and specifications and administration of a construction contract for an asphalt concrete overlay project of approximately 12 miles.

Administration of construction contracts on the following bridge projects:

Chadbourne Road at Wells Slough
Ledgewood Road at Ledgewood Creek
Pleasant Valley Road at Pleasants Creek
Skaggs Island Road at Napa Slough (earthquake retrofit)

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget reflects a $528,169 or 7% decrease over the FY93/94 Final Budget.

Salaries and Employee benefits reflect a decrease of ($299,786) of which $71,630 is from a reduction in 1 Civil Engineer and 1 Public Works maintenance worker. Extra Help and Overtime have been reduced by a total of $80,000 and Workman's Compensation by $47,473.

Services and Supplies show a decrease of ($251,137) or (8%) primarily due to a reduction in road projects to be contracted out during FY 94/95. Liability Insurance has more than tripled over last year from $75,000 to $256,024. Countywide Administrative Overhead has almost doubled over last year from $106,000 to $208,000.

The Requested Budget also shows increases over last year Consulting Services of $43,000 and in Engineering Services of $93,500. These are both related to bridge replacement projects which are entirely Federal and State funded. No County General Fund money is involved.

Revenues show a ($920,621) or (12%) decrease over the FY93/94 Final Budget. Over the past three years this budget has lost approximately $1 million in annual funding: $700,000 in vehicle code fine money, $100,000 in property tax, and approximately $200,000 in special district augmentation fund revenue. These losses were all part of the legislature's efforts to balance the State budget.

The County's Capital Improvement Program calls for a FY94/95 contribution of $300,000 toward a new building which will be built to house the Transportation Department in the future. Since the Department already has set aside $88,534 for this purpose, an additional $211,466 has been set aside in reserves. Also designated in reserves is $300,000 for future Federally funded projects that the County must match .

The combination of revenue cuts and expense increases described above amount to $1.65 million less that this department has available to perform it's primary mission.

This budget will be balanced using fund balance available monies of $614,393.

The Department has addressed this revenue shortfall with the following reductions:

Item		Reduction	
1110	Salary/Wages Regular	110,000	Reduction of one civil engineer and one public work maintenance worker.
1121	Extra Help	35,000	Reduce extra help to a minimum.
1122	Overtime	45,000	Reduce overtime to a minimum. This will eliminate the weekend litter pickup.
2250	Other Prof Services	642,909	These are contract construction projects, primarily pavement overlays
4302	Construction Equipment	34,500	No equipment will be replaced.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

Approximately $1.7 million in revenue reductions over the prior years have meant that in FY94/95 the Roads Department will concentrate on Road maintenance projects and not reconstruction and road overlays.

PENDING ISSUES AND POLICY CONSIDERATIONS

None

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO recommendation.

FINAL BOARD ACTION

The Board has approved the Budget as proposed with the following changes:

* Rebudget of PERS contribution for Golden Handshake for personnel who retired last fiscal year.

* Agreement signed with B & J Landfill to provide $64,000 per year for repairs to Fry, Hay, and Lewis Roads. These funds will be used for Fry Road for the next two years as the County's required match for Federal Funds.

* The Fiscal Year 93/94 Fund Balance of $852,787 will be used to fund the difference between expenditures and revenues.

RIDESHARING PROGRAM
BUDGET 3046

Fund: 367 CA DEPT OF TRANSP PROJ
Function: PUBLIC WAYS & FAC
Activity: PUBLIC WAYS

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$190,896	$222,939	$276,828	$276,828	$276,828
SERVICES AND SUPPLIES	93,197	120,354	274,847	267,847	276,847
OTHER CHARGES	16,911	13,039	16,159	16,159	16,159
F/A EQUIPMENT	13,778	11,483	10,000	17,000	10,000
TOTAL APPROPRIATIONS	**$314,782**	**$367,815**	**$577,834**	**$577,834**	**$579,834**
REVENUE					
INTERGOVERNMENTAL REV STATE	$0	$0	$16,222	$16,222	$16,222
INTERGOVERNMENTAL REV FEDERAL	421,122	34,944	478,312	478,312	478,312
INTERGOVERNMENTAL REV OTHER	4,822	443,962	0	0	0
CHARGES FOR SERVICES	0	0	0	0	0
MISC REVENUE	3,170	4,225	1,800	1,800	3,800
TOTAL REVENUE	**$429,114**	**$483,131**	**$496,334**	**$496,334**	**$498,334**
POSITIONS	**6**	**7**	**7**	**7**	**7**

MISSION STATEMENT

Solano Commuter Information's, (S.C.I.'s), purpose is to make a positive, significant contribution to the commuter's transportation needs by providing personal, responsive and flexible services to commuters. By providing such programs, SCI will help to conserve resources, reduce congestion and air pollution and shape an environment that is receptive to commute alternatives. SCI is committed to integrity and efficiency in its programs with concern and respect for the individual.

Solano Commuter Information is contracted by the California Department of Transportation (Caltrans) to accomplish this mission. SCI is one of 16 Caltrans-contracted Rideshare agencies across the state and is fully funded by non-county sources.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Maintained high quality, personalized transportation service to existing and new clients.
* Generated over 6,000 carpool/vanpool matchlists for Solano commuters resulting in a reduction of over 34,000,000 annual vehicle miles travelled.
* Advised and distributed personalized transit schedules to 3,000 individuals.
* Assisted Solano employers meet local and regional trip reduction regulations.
* Implemented innovative and comprehensive strategies to increase availability of services.
* Initiated countywide marketing campaign introducing the I-80 corridor vanpool incentive program.
* Planned and implemented a successful countywide California Rideshare Week campaign which resulted in a 20% increase in matchlist requests over the previous year, over 500 individual requests for other alternative transportation information, and participation by over 50 employers.
* Planned and implemented first Solano Bike-to-Work campaign.
* Produced comprehensive Solano Commuter Guide and expand its distribution.
* Strengthened coordination with local business organizations.

GOALS AND OBJECTIVES FOR FY94/95

* Operate the first independently operated remote ridematching database in the Bay Area.
* Operate portable ridematching system in conjunction with first year of fully operational Commutemobile program.
* Assist Solano employers plan and implement trip reduction plans to meet local and regional trip reduction regulations.
* Develop and initiate tiered vanpool support program.
* Plan and implement countywide California Rideshare Week, Clean Air Week, and Bike-to-Work Day campaigns.
* Create and produce new materials to assist Solano commuters utilize all its alternative transportation resources.
* Assist in promoting the county's two new Telework centers.
* Complete second year of re-structured I-80 transportation management plan contract.
* Increase public/private partnerships.

WORKLOAD INDICATORS

Solano Commuter Information must regularly report on its performance to its funding sources. SCI's performance is based on a combination of quantitative and qualitative goals. A sample of indicators are listed below:

* Number of commuters receiving carpool/vanpool matchlists and their associated vehicle miles travelled (VMT) reduced.
* Number of transit schedules distributed.
* Number and service level of employers assisted.
* Vanpools started and supported.
* Alternative transportation material produced.
* Partnerships made with local, regional, and statewide agencies.
* Partnerships made with businesses and other non-public agencies.

DEPARTMENTAL BUDGET REQUEST

Besides a minor increase in expenditures of $6,435 or 1% and a decrease in revenues of ($87,916) or (18%), the Requested Budget does not reflect significant changes over the prior fiscal year. The Department will carry over a fund balance of $81,500 to balance this budget.

Consulting services have decreased from $68,000 to $20,000 which reflects a delay in implementing the TRIP reduction by employers. Revenues achieved in FY93/94 will be carried over into the following fiscal year to hire a consultant and continue with the implementation of this program. $15,000 has been budgeted for the development of graphics and advertising related to the ongoing Interstate 80 project. $152,703 has been budgeted towards the marketing expenses of the I-80 project .

Fixed assets include $5,000 as the Department continues to automate and develop an in house system to facilitate the reproduction of graphics and equip the Commutemobile.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the County Administrator's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

COMMUNITY BLOCK GRANT PROGRAM
BUDGET 3060

Fund: 364 COMM BLOCK GRANT PRO
Function: PUBLIC WAYS & FAC
Activity: PUBLIC WAYS

JOHN TAYLOR
Director,
Environmental Management

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$4,083	$0	$0	$0	$0
SERVICES AND SUPPLIES	25,767	0	492,334	492,334	492,334
OTHER FINANCING USES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$29,850**	**$0**	**$492,334**	**$492,334**	**$492,334**
REVENUE					
INTERGOVERNMENTAL REV STATE	$4,850	$0	$492,334	$492,334	$492,334
INTERGOVERNMENTAL REV FEDERAL	0	0	0	0	0
MISC REVENUE	25,000	0	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$29,850**	**$0**	**$492,334**	**$492,334**	**$492,334**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

To utilize State Community Development Block Grant (CDBG) funding as available to benefit low and moderate income families in the prevention or elimination of community blight and meeting other community development needs having a particular urgency.

The activities of the Department relating to the Community Development Block Grant program are integrated into the various services provided by staff of the Planning Division. The information provided herein has been made part of the program description for the Planning Division.

MAJOR ACCOMPLISHMENTS IN FY93/94

The County made application and was awarded a $492,334 grant under the Migrant Center CDBG allocation for housing and public facility improvements at the Dixon Housing Authority Fred H. Rehrman Migrant Center.

GOALS AND OBJECTIVES FOR FY94/95

* Enter into contract with Dixon Housing Authority and Consultant for program administration of the 1993 CDBG grant.
* Initiate and complete migrant housing replacement, sewerline improvements, waterline improvements, lighting improvements and entrance gate improvements under 1993 CDBG grant.
* Closeout housing rehabilitation program in the Vallejo unincorporated area administered by Vallejo Neighborhood Housing Services funded under CDBG program income.

WORKLOAD INDICATORS

* Execute Grant agreement with State and complete grant conditions.
* Execute agreement with Dixon Housing Authority.
* Prepare Environmental Review.
* Prepare RFP and Contract with Consultant to oversee program administration.
* Prepare quarterly reports.
* Prepare grantee performance reports.
* Complete each program activity.
* Closeout grant.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget shows an increase of $492,334 or 100% over FY93/94. The Dixon Housing Authority will contribute $30,000 towards this project.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

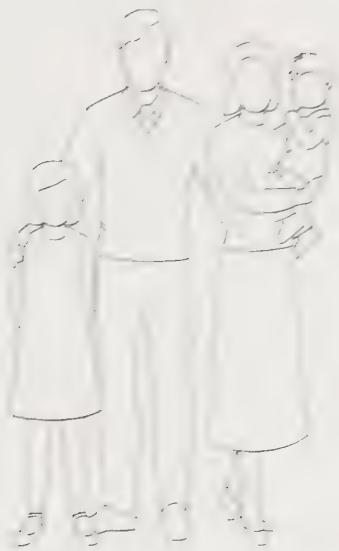
None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed.



HEALTH AND PUBLIC ASSISTANCE

HEALTH
BUDGET 3500

Fund: 001 GENERAL
Function: HLTH & PUB ASST
Activity: HEALTH

DON ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$10,641,632	$11,838,206	$0	$0	$0
SERVICES AND SUPPLIES	8,879,329	8,655,674	0	0	0
OTHER CHARGES	14,304,659	13,628,009	0	0	0
F/A BLDGS AND IMPRMTS	6,012	0	0	0	0
F/A EQUIPMENT	68,267	131,086	0	0	0
OTHER FINANCING USES	372,591	1,142,001	0	0	0
INTRA-FUND TRANSFERS	217,207	1,322,791	0	0	0
TOTAL APPROPRIATIONS	**$34,489,697**	**$36,717,767**	**$0**	**$0**	**$0**
REVENUE					
LICENSES,PERMITS AND FRANCHISE	$15,901	$19,731	$0	$0	$0
FINES,FORFEITURES AND PENALTY	871,561	689,175	0	0	0
REVENUE FROM USE OF MONEY/PROP	15,968	15,518	0	0	0
INTERGOVERNMENTAL REV STATE	21,386,478	24,137,798	0	0	0
INTERGOVERNMENTAL REV FEDERAL	1,824,752	2,296,708	0	0	0
INTERGOVERNMENTAL REV OTHER	41,398	26,618	0	0	0
CHARGES FOR SERVICES	2,040,346	2,274,715	0	0	0
MISC REVENUE	117,300	33,376	0	0	0
OTHER FINANCING SOURCES	22,716	10,286	0	0	0
TOTAL REVENUE	**$26,336,420**	**$29,503,925**	**$0**	**$0**	**$0**
NET COUNTY COST	**$8,153,277**	**$7,213,842**	**$0**	**$0**	**$0**
POSITIONS	**339.8**	**336.95**	**0**	**0**	**0**

CAO RECOMMENDATION

This budget provides the FY92/93 actuals and FY93/94 Final Budget for the Health Component of the Health and Social Services Department. The FY94/95 Proposed Budget can be found in Fund 902, Budget Unit 7500.

HEALTH & SOCIAL SERVICES
BUDGET 7500

Fund: 902 HEALTH & SOCIAL SERVICES
Function: HLTH & PUB ASST
Activity: HEALTH & PUB ASST.

DON ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$14,481,642	$13,881,642	$15,054,318
SERVICES AND SUPPLIES	0	0	12,595,377	12,595,377	12,905,652
OTHER CHARGES	0	0	12,757,636	12,757,636	12,767,722
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	0	0	194,210	194,210	367,062
OTHER FINANCING USES	0	0	600,000	665,547	108,146
INTRA-FUND TRANSFERS	0	0	1,900,186	1,900,186	1,648,454
TOTAL APPROPRIATIONS	**$0**	**$0**	**$42,529,051**	**$41,994,598**	**$42,851,354**
REVENUE					
LICENSES,PERMITS AND FRANCHISE	$0	$0	$16,562	$16,562	$16,562
FINES,FORFEITURES AND PENALTY	0	0	863,116	863,116	863,116
REVENUE FROM USE OF MONEY/PROP	0	0	150,428	150,428	150,428
INTERGOVERNMENTAL REV STATE	0	0	24,123,737	24,123,737	24,172,052
INTERGOVERNMENTAL REV FEDERAL	0	0	4,628,027	4,693,574	6,329,683
INTERGOVERNMENTAL REV OTHER	0	0	22,000	22,000	22,000
CHARGES FOR SERVICES	0	0	5,967,758	5,967,758	6,179,774
MISC REVENUE	0	0	53,548	53,548	53,548
OTHER FINANCING SOURCES	0	0	140,849	6,103,875	5,064,191
TOTAL REVENUE	**$0**	**$0**	**$35,966,025**	**$41,994,598**	**$42,851,354**
POSITIONS	**0**	**0**	**395.7**	**395.7**	**426.8**

***22.2 positions have not been deleted at the adoption of the Final Budget, due to the transfer of Institutional Medical Services to the Sheriff.**

21.1 positions from the Primary Care Clinic have been transferred to this budget. Administrative Division positions have been allocated based upon the staff levels for each Health & Social Services component.

MISSION STATEMENT

The mission of the Solano County Health and Social Services Department is to develop cost effective services which promote self sufficiency and safeguard the physical, emotional and social well being of the people of Solano County. Our responsibilities include the delivery of services and the expenditure of public funds in accordance with Federal, State and local mandates.

This budget has been split into two components - "Health" and "Welfare" - to meet the requirements of the State Controller's Office. The Health component consists of the divisions of Public Health, Mental Health, Substance Abuse, Public Guardian and Managed Care Services.

The Health & Social Services Department has consolidated administrative functions in order to provide consistent, fiscally sound Departmental operations and to work with all divisions to achieve the Department's vision of the future. Costs for administration are charged back to all of the operating divisions.

* The mission of the Public Health Division is twofold:

    1. To provide community health services which help ensure a healthy environment for all Solano County residents through provision of health promotion/education, outreach, and community and personal health-related intervention activities. This is accomplished through a multitude of programs, some of which target specific vulnerable populations, while others serve the entire populace of Solano County.

       Community Health Programs include Health Education, Communicable Disease Control, Public Health Laboratory, Maternal Child and Adolescent Health, Nutrition Services, Emergency Medical Services, and Public Health Nursing.

    2. To provide personal health services to assist individuals to maintain their best possible health through clinical medical interventions.

       Personal Health Services consists of Family Health Services (formerly Primary Care Clinic) and Home Health Services.

* The mission of the Mental Health Division is to provide treatment, rehabilitation and community support services to seriously emotionally disturbed children/youth and seriously mentally ill adults. Services are provided in the least restrictive setting possible and are directed towards developing and/or sustaining each individual's highest potential level of functioning.

  The Mental Health Division provides crisis and acute care services, adolescent and children's services, community treatment and support services, i.e. Adult Day Treatment, Homeless Case Management, Consumer Self Help Center, etc.

  Mental health services are also provided to adults in the jail system and to mentally disordered offenders on conditional release.

* Substance Abuse programs include direct services, i.e. contracting with community agencies such as the Youth and Family Services, Genesis House, Solano Recovery Project, and A.K. Bean Foundation to provide substance abuse counseling, outreach, detox, residential and recovery programs and perinatal services.

* Public Guardian is required by Probate and Welfare & Institutions Codes to provide conservatorship for adults who are unable to care for themselves. Probate conservatorship and LPS (Lanterman Petris Short Act) cases are ordered by the Superior Courts. Most cases involve elderly, frail and medically disabled individuals referred by Adult Protective Services and chronically mentally-ill residents referred by the Mental Health Division.

* A new Managed Care Division has been created to plan, organize and administer the department's activities related to the implementation of the Medi-Cal Managed Care System, the County's participation in CMSP and the provision of health care services for the medically indigent. The proposed budget reflects only the Mental Health Managed Care expenditures and revenue. (The Final Budget will be adjusted to transfer all Managed Care costs and revenues to this division.)

During FY92/93, due to the reorganization of Health and Social Services Department, the Health and Sanitation Budget was moved to Budget Unit 3500. Fiscal data for FY91/92 and FY92/93 are shown under Budget Unit 4500.

MAJOR ACCOMPLISHMENTS IN FY93/94

Administration

* Began implementation of the Early Fraud Detection/Prevention Program for the County General Assistance program for indigents.
* Converted Food Stamp coupon distribution from over-the-counter distribution at U.S. Post Office to direct mail of all coupons via U.S. mail.

Public Guardian

* Exceeded anticipated revenue through new Federal Program Medi-Cal Administrative Claiming.
* Provided technical assistance for start-up of first Representative Payee Program (SCEOC) in Solano County.
* Completed process and inventory of real and personal property owned by conservatees.

Substance Abuse

* Expanded prevention and treatment opportunities for minority clients by ensuring the availability of bilingual counseling services.
* Expanded developmental treatment for substance exposed infants.

Managed Care

* This division is new for the FY94/95 budget year, although considerable planning and preparation occurred in FY93/94. Specifically, a Managed Care Administrator's position was created and classified, contracts with the Solano Partnership Health Plan were negotiated and a network of mental health providers was contracted for and established.

Mental Health

* Received a five-year federal demonstrated grant award averaging $400,000 per year for the Comprehensive Children's System of Care for Seriously Emotionally Disturbed Youth. The grant is to demonstrate the effectiveness of a system of care in reducing reliance and expenditures on group homes and inpatient treatment.
* Decreased 1992-93 Net County Cost by $1.26 million in 1993-94 through increasing Federal revenues. Implemented three new Federal revenue options; MediCal Rehabilitation Option, Medi-Cal Administrative Claiming, and MediCare Partial Hospitalization, all of which required new staff activity documentation, claiming and cost reports.
* Planned and implemented a mental health managed care system for all MediCal beneficiaries (40,000) in Solano County.
* Reduced psychiatric acute care inpatient hospital length of stay for fee for service MediCal clients by 25% while decreasing use of Napa State Hospital by 2 beds. Savings from State Hospital expenditures funded a new regional program for persons with organic brain syndromes who would otherwise be housed indefinitely at Napa.
* Expanded children's mental health services to include a children's day treatment program on an elementary school campus, individualized the Foster Care program to avoid more costly group home placements, implemented special therapy services for probation involved youth, and increased school based mental health outpatient services from 3 to 7 sites.

Public Health

Community Health Services

* Provided HIV education and outreach throughout the community. Participants included incarcerated men and women, students attending alternative schools, adolescent day treatment centers, substance users, migrant workers and persons with multiple sex partners.
* Completed contract negotiations for the Central Medical Emergency Dispatch (CMED) Center.
* Created and filled a Foster Care Public Health Nurse position working with Children's Services Division to oversee and advocate for the health status of children placed in foster care.
* Created and implemented three additional immunization clinics once a month in cooperation with the Healthy Start Programs in Suisun, Vacaville and Vallejo. Instituted additional immunization County clinics in Vallejo and Fairfield in order to improve Solano County's low immunization rate for toddlers (only 41% of 2 year olds are fully immunized).
* Advocated and developed community resources enabling women to enter prenatal care within one month of seeking care.

Personal Health Services

* Created a Family Health Services Bureau to integrate all Personal Care Clinic Family Health Services under one management structure.
* Initiated specialty Viral Clinics for HIV positive patients in both Fairfield and Vallejo locations.

GOALS AND OBJECTIVES FOR FY94/95

Departmental

* Develop specific outcome measures for each program and functional area of the department, that include a mechanism to compare County programs with regional and/or Statewide averages.

* Finalize a policy and procedure manual and implement a contracts management process in collaboration with the Auditor-Controller's Office.

* Establish at least one integrated service delivery site in Solano County.

Administration

* Continue to focus on increasing the accountability, control, accuracy, and efficiency of the many services provided by the Health and Social Services Department. Specific activities include refining policies and procedures and increasing automation to control purchasing, inventory, contract management, fiscal accounting and monitoring, and General Assistance fraud detection.
* Increase revenue generation through Medi-Cal Administrative Claiming, Managed Care and other funding opportunities.

Public Guardian

* Address remaining audit issues and complete accountings and income disbursements still outstanding from former Public Guardian.
* Develop annual Fee Schedule update capability and a process for collection and use of data to report annual Status Report update.
* Implement Elder Abuse Task Force.

Substance Abuse

* Enhance contract services procedures, monitoring, audit accountability, and documentation.
* Increase prevention efforts and expand detoxification services.

Managed Care

* Implement and begin analysis of the Medi-Cal Managed Care Services Program.
* Work with various County groups to develop strategies and implement programs which will provide better medical access and coverage for County residents not included in Medi-Cal Managed Care.

Mental Health

* Increase revenues, implement mental health managed care system and continue to redirect funding and services from institutional placements to less expensive community-based services.

Public Health

* Community Health Services: improve health education; computerize Communicable Disease case reports and investigations; pursue an integrated, comprehensive prehospital emergency medical services system for the entire County; and improve children's health by raising level of immunizations and increasing WIC nutrition supplementation caseload.
* Personal Health Services: integrate personal care clinic services into the Family Health Services Bureau and to work with Solano Partnership HealthPlan (Medi-Cal managed care) as a provider of full service ambulatory medical services.

WORKLOAD INDICATORS

Substance Abuse

TYPE OF SERVICE	NUMBER OF UNITS OF SERVICE	COST PER UNIT
Primary Prevention	7,081	$67.23
Secondary Prevention	130	60.00
Non-residential (outpatient counseling visits)	9,653	85.58
Residential (bed days)	14,297	34.71
Ancillary Services (Tuberculosis testing, HIV testing, etc.	380	62.13
Driving Under the Influence Program (all revenue is client fees)	39,600	11.11
PERINATAL SUBSTANCE ABUSE SERVICES		
TYPE OF SERVICE	**NUMBER OF UNITS OF SERVICE**	**COST PER UNIT**
Non-residential	6,523	$100.77
Residential	2,860	58.18
Ancillary Services (Medical)	630	58.73

Perinatal services include required enhancements such as on-site child care and developmental treatment planning for substance exposed infants. Enhancements to medical services are also included.

Managed Care

It is expected that there will be mental health provider contracts with up to 70 or 80 individual providers and 8 to 10 hospitals. It is anticipated that 1200-1400 clients will be served. This is the first year for the provision and delivery of managed care services and baseline data on the number of clients served, types of services provided and costs will be developed during the year.

Public Health

Workload indicators in Public Health are essentially stable except for the following:

Program	Current Workload	Expected Increase in 1994-95	Estimate Numbers served in 1994-95
Communicable Disease Control-Tuberculosis Cases	47	15%	54
Family Health Services	5,000	100%	10,000
Women, Infants & Children Program (WIC)	5,500/mo	27%	7,000/mo
California Childrens Services (CCS)	1055	20%	1,260
Child Health & Disability Prevention (CHDP)	7,000	50-75%	11,000

The main workload increase will come in the area of Solano Partnership HealthPlan managed care primary care provision. Uncompensated primary care client load is likely to rise if California unemployment rates rise. There are also pressing needs to expand additional education, outreach, and intervention activities to improve the health status of the citizens of Solano County.

Provision for increased staff in selected programs addressing these community needs are included in this budget.

* Only 41% of the 2 year olds in Solano County are adequately immunized;
* Every year, there are 800 births (12% of the total) to teenage mothers;
* 26% of the total births are to Medi-Cal eligible women;
* 25% of women in the County do not access prenatal care in the first trimester;
* 56% of Medi-Cal eligible women fail to get prenatal care in the first trimester;
* Only 30% of Medi-Cal eligible children are receiving CHDP exams;
* Only 10% of the eligible non-Medi-Cal children are receiving CHDP exams.

Mental Health

Certain workload indicators are based on FY92/93 data and year to date FY93/94 projections because full year data are not available. It should be noted that reduction in use of the state hospital beds and reduction in length of stay in acute care hospitals is not a direct workload indicator but these reductions are only made possible through intensive discharge planning activities and community case management by mental health staff. Both in-State and national rates of youth group home placements are increasing dramatically. A flat or low growth rate is considered a very positive outcome.

	1991-92	1992-93	1993-94
Clients Served	3705	4200	4500 (est)
Client Contacts	86,372	81,785	82,000 (est)
Acute Hospital Length of Stay	NA	10.43 days	10.16 days
Napa Utilization	44 beds	38 beds	36 beds
SED Child group home placements (av/mo)	29	29	29.75*

DEPARTMENTAL BUDGET REQUEST

The Health Component is requesting a $7,223,012, or 20%, increase in expenditures and a $6,345,271, or 21%, increase in revenues for a Net County Cost increase of $877,741, or 15%. PERS rebates from prior years were deducted from this year's A-87 charges since these charges have already been claimed from State and Federal funding sources.

Administration is requesting 16 new positions to process claims for revenue in a more timely, efficient manner; provide improved service to clients; support the management information system and continue the current level of fraud detection. These positions are all budgeted in Social Services, but are allocated based on staff levels for each component.

Mental Health is requesting 21.6 positions to improve Medi-Cal billing, time study tracking, and to provide additional services to prevent costly hospitalizations.

Public Health is requesting 4.55 positions to provide health education and nutrition counseling. Public Health is also requesting a Net County Cost contribution of $600,000 to cover the cost of providing services to indigents at the Family Health Services Clinic. All expenditures for Institutional Medical Services have been transferred to the Sheriff's budget. Of the positions providing this service, only 2.6 positions remain to provide services for Juvenile Hall.

Services and supplies have increased due to increased contracting for the mental health managed care program, increased central data processing costs and increased costs related to new facilities.

Countywide administrative overhead has been budgeted without rollover charges.

Revenue has increased due to the implementation of the Managed Care Program, increased Medi-Cal Administrative Claiming, Medicare and realignment revenue. One time revenue of $400,000 from prior year billing of Medi-Cal administrative claims is included. The Department will need to develop alternate funding sources for staff supported by this revenue or reduce programs in FY95/96.

Fixed assets requested are primarily furniture, computers and printers for the additional positions.

The FY94/95 Budget does not include the Governor's proposed restructuring plan.

CAO RECOMMENDATION

The Department has not met the Net County Cost target of $16,264,996. We have requested a reduction plan that will address the $600,000 revenue shortfall in Family Health Services (formerly Primary Care Clinic). The Department has agreed to absorb $309,547 in rollover charges for A-87.

We do not recommend the four data processing positions requested for the Administrative Division. As part of the Strategic Long Range Plan process, we will review the roles and responsibilities of BRC and Departmental data processing staff. The need for new positions and appropriate placement of those positions will be addressed as part of that process.

We are recommending 10.2 of the positions requested in order to provide sufficient staff to maximize revenue claiming and provide services more cost effectively. All of these positions are 100% revenue offset. Therefore, we recommend approval effective July 1, 1994.

SIGNIFICANT BUDGET CHANGES

The Health and Social Services budget has been transferred from the General Fund to Fund 902 in order to more clearly delineate the County cost.

The Mental Health Division is now responsible for administering the first County-based mental health managed care system for Medi-Cal recipients in California. It is anticipated that this program will result in more appropriate levels of care at a lower cost to the County.

PENDING ISSUES

In order to meet the Net County Cost target, the Department will need to reduce services. Options for these reductions will be presented during Final Budget Hearings.

The Proposed Budget reflects the Department's and the CAO's best estimate of the costs related to the purchase and remodeling of the National Medical Enterprise (NME) facility. $665,547 in revenues and expenditures has been budgeted for debt service on this site. Adjustments may be made during Final Budget Hearings.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head does not concur with our recommendation. The remaining area of disagreement is the $600,000 increase in Net County Cost due to the inclusion of the Primary Care Clinic in the Health and Social Services Fund.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $75,472 of the Fund Balance Incentive Program from FY93/94 and the following changes:

The Final Budget for FY94/95 contains a net increase of $1,019,773, from $165,698,950 to $166,718,723, in the appropriation for the Health and Social Services Department. This increase includes $944,300 in program funding and $75,473 in Fund Balance Incentive monies for the Department.

Although the total appropriation for the Health and Social Services Department increased in the Final Budget, the final County contribution decreased by $1,142,000, from $16,264,996 to $15,122,996. This decrease was the result of a significant adjustment, namely:

* Reducing the County contribution to the Health and Social Services fund by $1,323,000 and budgeting that amount in General Expenditures to repay the State. The County must pay its pro-rata "share" of SB 910 targeted revenues to the State. Increased claiming of SB 910 monies will offset this adjustment to the Department's funding.

* The reductions in the County contribution were offset by an increase of $181,000. The increase includes funding for the FACTS program as approved by the Board. This increase, when combined with the decrease of $1,323,000, produced a net reduction of $1,142,000 in the County contribution to the Health and Social Services Budget.

Additional modifications in the County contribution resulted from technical changes, reduced costs for AFDC Foster Care, and reduced costs for Seriously Emotionally Disturbed programs.

The Final Budget also includes an increase in the number of positions for Health and Social Services, from 42.5 approved initially in the Proposed Budget to 83.15 in the Final Budget. The Proposed, Revised and Final budgets contained funding for the 83.15 positions.

Further, the Final Budget for fixed assets also increased by $249,625. The Final Budget includes $172,852 in fixed assets for the Mental Health and Public Health Divisions, $75,473 in Fund Balance Incentive monies, and $1,300 for the Welfare Fraud Investigations Unit.

The Final Budget includes monies for a lease/interest payment for the Solano Park Hospital of $108,146. Originally, payments were expected to total $601,015 during the fiscal year; however, delays in issuing the Certificates of Participation for the Solano Park Hospital have reduced the number of payments required this fiscal year. The $500,000 that would have been used for a second lease payment will instead be used to cover a portion of the deficit in the Primary Care Clinic. The Primary Care Clinic deficit is a continuing issue that will be revisited. The Health and Social Services Department and the County Administrator's Office will work together to develop recommendations concerning this issue and will present them at the Mid-Year Review.

RURAL HEALTH
BUDGET 7930

Fund: 365 RURAL HLTH SVCS 94/95
Function: HEALTH & SOCIAL SERVICES
Activity: HEALTH

DON ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
OTHER CHARGES	$0	$0	$335,147	$335,147	$335,147
OTHER FINANCING USES	0	0	29,222	29,222	29,222
TOTAL APPROPRIATIONS	**$0**	**$0**	**$364,369**	**$364,369**	**$364,369**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$0	$0	$15,000	$15,000	$15,000
INTERGOVERNMENTAL REV STATE	0	0	349,369	349,369	349,369
TOTAL REVENUE	**$0**	**$0**	**$364,369**	**$364,369**	**$364,369**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

Rural Health Services is a yearly fund allocated to the County by the State from Proposition 99 (Tobacco Tax) revenue. The fund is used to pay hospitals, physicians, and medical clinics for some costs of uncompensated patient care (medically indigent).

CAO RECOMMENDATION

The Requested Budget reflects a $60,501 or 17% reduction in expenditures and revenues. We concur with the department's budget request. This budget is 100% funded by Proposition 99 and AB75 Cigarette Tax revenue.

SIGNIFICANT BUDGET CHANGES

Each year's budget for Rural Health Services must be set up with a new budget number and fund in order to keep the charges and revenue separate by year. In FY93/94, Rural Health was Fund 380, Department 3965. In FY92/93, Rural Health was Fund 366, Department 3960.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending policy issues.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Director of Health & Social Services concurs with the budget as proposed.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

RURAL HEALTH SERVICES
BUDGET 3965

Fund: 380 RURAL HLTH SVCES 93/94
Function: HLTH & SANITATION
Activity: HEALTH

DON ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$0	$0	$0
OTHER CHARGES	0	35,104	335,147	335,147	297,210
OTHER FINANCING USES	0	0	29,222	29,222	32,056
TOTAL APPROPRIATIONS	**$0**	**$35,104**	**$364,369**	**$364,369**	**$329,266**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$0	$0	$15,000	$15,000	$15,000
INTERGOVERNMENTAL REV STATE	0	0	349,369	349,369	349,369
TOTAL REVENUE	**$0**	**$0**	**$364,369**	**$364,369**	**$364,369**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

Rural Health Services is a yearly fund allocated to the County by the State from Proposition 99 (Tobacco Tax) revenue. The fund is used to pay hospitals, physicians, and medical clinic for some costs of uncompensated patient care (medically indigent).

CAO RECOMMENDATION

The Requested Budget reflects a $364,369 in expenditures and revenues. We concur with the department's budget request. This budget is 100% funded by Proposition 99 and AB 75 Cigarette Tax revenue.

SIGNIFICANT BUDGET CHANGES

Each year's budget for Rural Health Services must be set up with a new budget number and fund in order to keep the charges and revenue separate by year. In FY93/94, Rural Health was Fund 380, Department 3965. In FY92/93, Rural Health was Fund 366, Department 3960.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending policy issues.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Director of Health & Social Series concurs with the budget as proposed.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the reduction of $35,103 in expenditures to offset FY93/94 Fund Balance deficit of a corresponding amount.

RURAL HEALTH
BUDGET 3960

Fund: 366 RURAL HLTH SVCES 92/93
Function: HEALTH & SOCIAL SERVICES
Activity: HEALTH

DONALD ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$0	$0	$0	$0	$0
OTHER CHARGES	57,813	29,592	0	167,334	167,334
OTHER FINANCING USES	89,335	1,089	0	33,633	33,633
TOTAL APPROPRIATIONS	**$147,148**	**$30,681**	**$0**	**$200,967**	**$200,967**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$36,788	$890	$0	$0	$0
INTERGOVERNMENTAL REV STATE	100,485	100,485	0	200,967	150,024
TOTAL REVENUE	**$137,273**	**$101,375**	**$0**	**$200,967**	**$150,024**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

Rural Health Services is a yearly fund allocated to the County by the State from Proposition 99 (Tobacco Tax) revenue. The fund is used to pay hospitals, physicians, and medical clinics for some costs of uncompensated patient care (medically indigent).

CAO RECOMMENDATION

This budget reflects FY92/93 fiscal activity only. FY93/94 and FY94/95 are shown in Budget Unit 3965 and Budget Unit 7930 respectively. These funds must be reappropriated because the claims and revenues have not been finalized.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the decrease of revenue of $50,943 to offset FY93/94 fund balance available of the same amount.

RURAL HEALTH SERVICES
BUDGET 4405

Fund: 363 RURAL HLTH SVCS 91/92
Function: HEALTH & SANITATION
Activity: HEALTH

DON ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$0	$15,397	$0	$0	$0
OTHER CHARGES	0	0	0	0	0
F/A BLDGS AND IMPRMTS	0	19,994	0	0	0
F/A EQUIPMENT	0	65,912	0	0	0
OTHER FINANCING USES	0	80,000	0	0	0
TOTAL APPROPRIATIONS	**$0**	**$181,303**	**$0**	**$0**	**$0**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$10,787	$0	$0	$0	$0
INTERGOVERNMENTAL REV STATE	0	0	0	0	0
MISC REVENUE	(624)	0	0	0	0
TOTAL REVENUE	**$10,163**	**$0**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget administered by the Health and Social Services Department, provides State Proposition 99 and AB-75 Cigarette Tax Funding to providers for services to the medically indigent. This budget reflects FY92/93 fiscal activity only.

CAO RECOMMENDATION

For FY93/94, refer to Budget Unit 3960. The FY94/95 Proposed Budget for Rural Health is 7930.

RURAL HEALTH SERVICES
BUDGET 4400

Fund: 401 RURAL HLTH SVCS 90/91
Function: HEALTH & SANITATION
Activity: HEALTH

DON ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$0	$0	$0	$0	$0
OTHER CHARGES	27,785	0	0	0	0
F/A BLDGS AND IMPRMTS	0	0	0	0	0
OTHER FINANCING USES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$27,785**	**$0**	**$0**	**$0**	**$0**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	($9,572)	$0	$0	$0	$0
INTERGOVERNMENTAL REV STATE	0	0	0	0	0
MISC REVENUE	0	0	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**($9,572)**	**$0**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget is administered by Health and Social Services and provides State Proposition 99 and AB-75 Cigarette Tax Funding to providers for services to the medically indigent. This budget reflects FY92/93 fiscal activity using Grant Fund allocation for FY90/91. Refer to Fund 366, Budget Unit 3960 for FY92/93 Grant Fund. Refer to Fund 380, Budget Unit 3965 for FY93/94 Grant Fund. Refer to Fund 365, Budget Unit 7930 for FY94/95 Grant Fund.

TOBACCO PREVENTION & EDUCATION
BUDGET 4450

Fund: 390 TOBACCO PREV & EDUC
Function: HEALTH & SS
Activity: HEALTH

DON ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$0	$0	$0
SERVICES AND SUPPLIES	45	0	0	0	0
OTHER CHARGES	0	0	0	0	0
F/A EQUIPMENT	0	0	0	0	0
OTHER FINANCING USES	0	0	0	0	0
INTRA-FUND TRANSFERS	0	0	0	0	0
TOTAL APPROPRIATIONS	**$45**	**$0**	**$0**	**$0**	**$0**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$0	$0	$0	$0	$0
INTERGOVERNMENTAL REV STATE	0	0	0	0	0
MISC REVENUE	0	0	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$0**	**$0**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget, administered by the Health and Social Services Department, provides State Proposition 99 or AB75 Cigarette Tax funding for distribution to smoking cessation programs/providers.

CAO RECOMMENDATION

The Tobacco Prevention and Education Program has been budgeted in Budget Unit 4450 in prior years. Beginning FY93/94, the program was budgeted in Budget Unit 3950. This budget reflects actual expenses for this program in FY91/92 and the Final Budget for FY92/93.

See Fund 390, Budget Unit 3950 for the Proposed Budget for FY93/94. See Fund 390, Budget Unit 7950 for the Proposed Budget for FY94/95.

TOBACCO PREVENTION & EDUCATION
BUDGET 3950

Fund: 390 TOBACCO PREV & EDUC
Function: HEALTH & SOCIAL SERVICES
Activity: HEALTH

DONALD ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$153,042	$158,408	$0	$0	$0
SERVICES AND SUPPLIES	221,803	111,063	0	0	0
OTHER CHARGES	7,191	15,264	0	0	0
OTHER FINANCING USES	0	10,286	0	0	0
INTRA-FUND TRANSFERS	883	(1,429)	0	0	0
TOTAL APPROPRIATIONS	**$382,919**	**$293,592**	**$0**	**$0**	**$0**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$13,361	$25,410	$0	$0	$0
INTERGOVERNMENTAL REV STATE	540,005	223,261	0	0	0
CHARGES FOR SERVICES	18,490	53,530	0	0	0
MISC REVENUE	54,010	633	0	0	0
OTHER FINANCING SOURCES	29,181	0	0	0	0
TOTAL REVENUE	**$655,047**	**$302,834**	**$0**	**$0**	**$0**
POSITIONS	**5**	**5**	**0**	**0**	**0**

MISSION STATEMENT

The Tobacco Prevention & Education Program (TPEP) is an important link in a comprehensive statewide anti-tobacco use effort which includes the statewide media campaign, competitive grants, and ethnic networks. The TPEP serves 8 specific target groups throughout Solano County as mandated by the 1988 Proposition 99 Tobacco Tax Initiative. Advised by a 50 member community Tobacco Control Coalition, the TPEP works in 5 channels: Health Care, Schools, Community Environment, Community Network and Worksites with the mission of reducing tobacco use and exposure in our county. This is accomplished by preventing children from starting to use tobacco, by offering cessation classes and information and referral services for people wanting to quit tobacco use, and by protecting the health of nonsmokers via education and creation of clean indoor air policies and ordinances.

CAO RECOMMENDATION

This budget provides the actual FY92/93 expenditures and FY93/94 Final Budget for Tobacco Prevention and Education. The FY94/95 Budget for this program is in Budget Unit 7950.

TOBACCO PREVENTION & EDUCATION
BUDGET 7950

Fund: 390 TOBACCO PREV & EDUC
Function: HEALTH & SOCIAL SERVICES
Activity: HEALTH

DONALD ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$135,431	$135,431	$135,431
SERVICES AND SUPPLIES	0	0	138,915	138,915	138,915
OTHER CHARGES	0	0	20,366	20,366	20,366
OTHER FINANCING USES	0	0	45,938	45,938	45,938
TOTAL APPROPRIATIONS	**$0**	**$0**	**$340,650**	**$340,650**	**$340,650**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$0	$0	$20,000	$20,000	$20,000
INTERGOVERNMENTAL REV STATE	0	0	266,662	266,662	249,803
CHARGES FOR SERVICES	0	0	53,988	53,988	53,988
TOTAL REVENUE	**$0**	**$0**	**$340,650**	**$340,650**	**$323,791**
POSITIONS	**0**	**0**	**5**	**5**	**5**

MISSION STATEMENT

The Tobacco Prevention & Education Program (TPEP) is an important link in a comprehensive statewide anti-tobacco use effort which includes the statewide media campaign, competitive grants, and ethnic networks. The TPEP serves 8 specific target groups throughout Solano County as mandated by the 1988 Proposition 99 Tobacco Tax Initiative. Advised by a 50 member community Tobacco Control Coalition, the TPEP works in 5 channels: Health Care, Schools, Community Environment, Community Network and Worksites with the mission of reducing tobacco use and exposure in our county. This is accomplished by preventing children from starting to use tobacco, by offering cessation classes and information and referral services for people wanting to quit tobacco use, and by protecting the health of nonsmokers via education and creation of clean indoor air policies and ordinances.

MAJOR ACCOMPLISHMENTS IN FY93/94

In 1993-94 we provided direct education to over 6,000 people in Solano County and reached over 15 million more through media, health fairs and community events. Accomplishments include:

* Surveyed 498 Solano restaurants to determine those who are 100% smokefree and published the first Guide to Smokefree Dining in Solano; to date have distributed over 7,500 copies of the guide throughout the county.

* Trained over 175 health care providers in how to help their patients stop smoking.

* Educated at least 200 people through an active speaker's bureau.

* Conducted free cessation classes with at least 148 clients in attendance.

* Participated in numerous community events, and health fairs and produced extensive media coverage, PSA's, etc. having over 8 million exposures.

* Collaborated with school districts to provide the School Tobacco Prevention Program in 4-6th grade classrooms, reaching over 300 teachers and at least 9,000 students with three visits to each classroom.

GOALS AND OBJECTIVES IN FY94/95

Currently we have 21 objectives as submitted to the State in our revised comprehensive plan. These objectives include: providing an information and referral hotline; training and availability of speakers on tobacco issues; displaying and distributing educational materials; training middle school girls on tobacco and self esteem issues; collaborating with anti-tobacco groups in the Bay Area to formulate a regional plan; supporting our volunteer coalition; increasing anti-tobacco messages in the community environment through billboards, plaques, signs, PSAs, mall posters and race car sponsorship; providing technical assistance and education to cities and school districts considering tobacco free ordinances and policies; training health care providers; and conducting cessation classes. Activities place emphasis on protecting the public from secondhand smoke.

In addition since FY92/93 the TPEP program has funded the Department's Comprehensive Prenatal Outreach (CPO) program due to a legislative mandate to use part of the funds for pregnant women and women of childbearing age. The TPEP program and the Maternal and Child Health programs working together have been successful in incorporating tobacco assessment and referral protocols into the CPO program.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects a decrease of ($55,138) or (14%) in revenues and expenditures compared to the FY93/94 Final Budget. See Budget Unit 3950. The Tobacco Prevention & Education Program is 100% funded by the Health Education Account under Proposition 99, the 1988 Tobacco Tax; the funds are mandated for tobacco prevention and education programs. There is no Net County Cost.

CAO RECOMMENDATION

We concur with the Department's Requested Budget. This budget is 100% funded by Tobacco Surtax funds. There is no Net County Cost.

SIGNIFICANT BUDGET CHANGES

Tobacco Prevention and Education was Fund 390 and Department 3950 in FY93/94.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues regarding this Budget.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Director of Health & Social Services concurs with the Budget as proposed.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

SOCIAL SERVICES
BUDGET 3500

Fund: 001 GENERAL
Function: HLTH & PUB ASST
Activity: ADMINISTRATION

DON ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$16,253,881	$18,676,750	$0	$0	$0
SERVICES AND SUPPLIES	4,485,510	5,321,825	0	0	0
OTHER CHARGES	91,273,826	88,563,198	0	0	0
F/A EQUIPMENT	61,431	252,857	0	0	0
OTHER FINANCING USES	53,579	0	0	0	0
INTRA-FUND TRANSFERS	(288,503)	(1,294,339)	0	0	0
TOTAL APPROPRIATIONS	**$111,839,724**	**$111,520,291**	**$0**	**$0**	**$0**
REVENUE					
TAXES	$0	$0	$0	$0	$0
FINES,FORFEITURES AND PENALTY	17,592	0	0	0	0
INTERGOVERNMENTAL REV STATE	45,354,625	45,585,437	0	0	0
INTERGOVERNMENTAL REV FEDERAL	35,226,734	36,374,710	0	0	0
INTERGOVERNMENTAL REV OTHER	17,191,314	19,750,237	0	0	0
CHARGES FOR SERVICES	381,259	726,255	0	0	0
MISC REVENUE	2,397	1,757	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$98,173,921**	**$102,438,396**	**$0**	**$0**	**$0**
NET COUNTY COST	**$13,665,803**	**$9,081,895**	**$0**	**$0**	**$0**
POSITIONS	**433.5**	**436**	**0**	**0**	**0**

CAO RECOMMENDATION

This Budget provides the FY92/93 actuals and FY93/94 Final Budget for the Social Services Component of the Health and Social Services Department. The FY94/95 Budget can be found in Fund, 902, Budget Unit 7500.

SOCIAL SERVICES
BUDGET 7500

Fund: 902 HEALTH & SOCIAL SERVICES
Function: HLTH & PUB ASST
Activity: HEALTH & PUB ASST

DON ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$20,027,969	$19,718,419	$20,043,769
SERVICES AND SUPPLIES	0	0	7,006,715	7,006,715	7,085,187
OTHER CHARGES	0	0	98,116,995	98,116,995	97,874,890
F/A EQUIPMENT	0	0	762,409	762,409	763,709
INTRA-FUND TRANSFERS	0	0	(1,900,186)	(1,900,186)	(1,900,186)
TOTAL APPROPRIATIONS	**$0**	**$0**	**$124,013,902**	**$123,704,352**	**$123,867,369**
REVENUE					
INTERGOVERNMENTAL REV STATE	$0	$0	$49,394,080	$49,394,080	$49,622,470
INTERGOVERNMENTAL REV FEDERAL	0	0	39,831,701	39,831,701	39,793,172
INTERGOVERNMENTAL REV OTHER	0	0	23,710,392	23,710,392	23,710,392
CHARGES FOR SERVICES	0	0	466,209	466,209	466,209
MISC REVENUE	0	0	0	0	0
OTHER FINANCING SOURCES	0	0	0	10,301,970	10,275,126
TOTAL REVENUE	**$0**	**$0**	**$113,402,382**	**$123,704,352**	**$123,867,369**
POSITIONS	**0**	**0**	**498.3**	**495.7**	**495.7**

Administrative positions have been allocated on the basis of the staff levels for each component.

MISSION STATEMENT

The mission of the Solano County Health and Social Services Department is to develop cost effectiv services which promote self sufficiency and safeguard the physical, emotional, and social well being o the people of Solano County. Our responsibilities include the delivery of services and the expenditure o public funds in accordance with Federal, State and local mandates.

The Health and Social Services Department has consolidated administrative services to provide a framework for consistent, fiscally sound departmental operations, and to work with all divisions t achieve the Department's vision for the future.

The Social Services Component is responsible for administering the Federal and State government's publi assistance programs in Solano County. Services include Child and Adult Protective Services, in-hom domestic and personal care assistance as well as assistance to adoptive parents, placement costs fo children in foster care, Aid to Families with Dependent Children, Refugee Resettlement, Genera Assistance, Employment Services and food stamps.

MAJOR ACCOMPLISHMENTS IN FY93/94

Greater Avenues to Independence Program (GAIN)

* We expanded and refined our involvement with the teen parent population. Currently all tee parents are assigned to one case manager. This case manager has been very active in networkin with the school counselors, the Adolescent Family Life Program, Child Care Network, and othe resources in the community.

General Assistance (GA)

* Expanded the SSI Advocacy position from a part-time to a full-time position and began trainin the new caseload worker for the Unemployable program to act as a back-up for the SS Advocacy position.
* Implemented early fraud detection in the General Assistance (GA) Program -- this has resulted i a savings for the GA Program.

Reception

* Reorganized reception area to better serve the customer. Examples would include:

    * Streamlining of the benefit pick-up procedure for reception. This allows customers to pick-u their benefits in a more timely and efficient manner.
    * Additional house phones and another window were added in the Vallejo Reception area t more efficiently serve the customers.
    * Reception staff now routinely include planning for program changes as they affect reception

Adult & Child Services Division

* Instituted the use of voluntary family maintenance and reunification services to families. This process enables families to utilize the services of Child Protective Services (CPS) without the intimidation of the court process.

* Established a Placement Review Committee to look at quality of care issues for all children in out-of-home care.

* Added Personal Care Services Program as a companion to the In-Home Supportive Services program in Adult Services.

Eligibility Services Division

* Piloted and implemented Welfare Eligibility On-Line Computer system

* Decreased the number of requests for Fair Hearings with a more inclusive response to customer questions.

* Increased the number of staff in both AFDC and Food Stamps in order to handle the increased applications.

* Increased customer service by designating specific workers to serve Shamia House and Vallejo-Benicia Youth and Family Services.

* Expanded outstationing of Eligibility Workers. Eligibility Services are now provided at the following locations, as well as the Vallejo, Suisun and Fairfield Welfare Offices.

    * Adolescent Family Life - Planned Parenthood - Fairfield
    * Adolescent Family Life - Planned Parenthood - Vacaville
    * Dixon Family Practice - Dixon
    * Migrant Camp - Dixon
    * City of Vacaville
    * Community Clinic - Vacaville
    * Youth and Family Services - Vacaville
    * Health Services Perinatal Clinic - Fairfield
    * Family Health Services Clinic - Fairfield
    * North Bay Medical Center - Fairfield
    * Sutter Solano Hospital - Vallejo
    * Vaca Valley Hospital - Vacaville

* Received State approval for outstationing Medi-Cal workers, approving initial and/or additional services. Within the first 90 days of 1994, services will be initiated or expanded at:

    * Kaiser Hospital - Vallejo
    * Dixon Family Practice - Dixon

GOALS & OBJECTIVES FOR FY94/95

Departmental

* Develop and begin the implementation of a standardized financial eligibility determination an assessment of client service needs.

* Establish at least one integrated service delivery site in Solano County.

* Improve client job skills and increase the number of clients gainfully employed.

Employment Services

* Increase GAIN participant job placement and improve training opportunities.
* Begin implementation of General Assistance Employment Services Program, which include substance abuse screening and treatment.

Adult and Child Services

* Children's Services: Participate in a statewide assessment of the overall effectiveness of famil preservation services; improve the family case assessment process, add a standardized ris assessment tool; and, improve multi-disciplinary case management, in cooperation with Count Probation Department staff.

* Adult Services: Evaluate, identify and implement changes to improve the functioning of the yea old Personal Care Services Program, and increase social worker interaction with law enforcemer personnel and professional medical staff to improve effectiveness in cases of suspected adu abuse.

Eligibility Services

* Ensure that all applicants and recipients receive prompt and accurate benefits, while maintainin program and fiscal integrity.

WORKLOAD INDICATORS

Adult Services Bureau

	Monthly Workload	Number FTE SWs	Ave Cases per SW
IHSS Referrals	56	2.50	22
IHSS Ongoing Cases	1,339	9.00	149
APS Referrals	24	1.25	19
APS Ongoing Cases	40	1.25	32
TOTAL	**1,459**	**14.00**	**104**

Child Welfare Services Bureau

Emergency Response Unit

	Fiscal Year 93-94	Average per Month
Telephone Calls	19,518	1,626
Referrals Received	4,459	372
Referrals Assigned	1,845	154
Referrals Assessed Out	2,615	218
Responses - Immediate	419	35

Unit FTEs = 8
Average Referrals per month = 19

Referral Reasons

	Fiscal Year 93-94	Average per Month
Sexual Abuse	412	34.4
Physical Abuse	709	59.1
Severe Neglect	16	1.3
General Neglect	490	40.8
Emotional Abuse	3	0.3
Exploitation	1	n/a
Cartake Absence/Incap	185	15.4
Other	28	2.3

Ongoing Units

	Total Cases	Average Cases per SW	Total Number of Children	Average Children per SW	Total FTE SWs
Family Maintenance/ Family Reunification	127	15.87	219	27.38	8
Permanency Planning	126	25.20	194	38.80	5
Guardianship	100	n/a	152	n/a	1
Adoptions	28	9.33	41	13.70	3

Eligibility Services Division

Average Number of Families Served per Month

PROGRAM	92-93	93-94	Projected 94-95
AFDC Intake	553	621	665
AFDC Continuing	8,206	8,544	8,995
Medi-Cal Intake	815	854	933
Medi-Cal Continuing	6,184	7,274	9.393
Food Stamps	3,392	4,080	5,004
County Medical Services Intake	483	524	585
County Medical Services Continuing	2,839	3,449	4,332
TOTAL	**22,472**	**25,346**	**29,907**
PERCENTAGE INCREASE (Year-to-Year)		**12.79**	**17.99**

DEPARTMENTAL BUDGET REQUEST

The Social Services Component is requesting a $8,621,663, or 7%, increase in expenditures and a $8,425,713 or 8% increase in revenue for a Net County Cost increase of $195,950, or 2%.

The Social Services Component Eligibility Division is requesting 39 new positions to handle projected workload increases primarily in eligibility. The Department will be unable to continue to meet State guidelines for processing requests for aid without additional staff. Services and supplies have increased due to increased data processing charges and costs associated with new facilities.

Fixed assets requested are primarily furniture, computers and printers for new staff.

Revenues have increased due to projected increases in Medi-Cal, AFDC and Food Stamp caseloads.

CAO RECOMMENDATION

We concur with the Department's Requested Budget with the following exceptions:

We recommend 35 of the Social Services positions at this time. During Budget Hearings, we will provide additional information on the status of the overall Health & Social Services Department that may increase the number of positions recommended. These positions are either 100% revenue offset (21) or are necessary to meet immediate needs to improve the timeline for processing cases (14). We recommend that these positions be approved as of July 1, 1994 to enable the Department to initiate the hiring and

training process. Eligibility Workers are trained in groups of 6 at a time so the employees will be hired incrementally. This will give the Department and General Services adequate time to locate additional space to house these employees.

The Proposed Budget reflects $123,704,352 in expenditures, and $113,402,382 in revenues, with a Net County Cost of $10,301,970, or 8%, of the total Budget.

SIGNIFICANT BUDGET CHANGES

This Budget has been transferred from the General Fund into a separate fund, Fund 902, in order to more clearly delineate the County cost.

PENDING ISSUES

Staff from the Health and Social Services and District Attorney Family Support offices are working out an agreement concerning the roles and responsibilities of each Department in terms of tracking, reporting and serving clients for family support collections that offset AFDC payments. During Budget Hearings, a recommendation will be made on modifying the current procedures.

DEPARTMENT HEAD CONCURRENCE

The Department Head concurs with our recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed. (Please see Health for more detailed information.)

SENIOR PROGRAMS
BUDGET 5410

Fund: 001 GENERAL
Function: PUBLIC ASSISTANCE
Activity: ADMINISTRATION

DON ROWE
Director,
Health & Social Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$0	$0	$0	$0	$0
OTHER CHARGES	30,324	0	0	0	0
TOTAL APPROPRIATIONS	**$30,324**	**$0**	**$0**	**$0**	**$0**
NET COUNTY COST	**$30,324**	**$0**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget unit provides the County's share of the local funding allocation for the Solano-Napa for Area Agency on Aging (SNAA).

CAO RECOMMENDATION

This budget was administered by the County Administrator's Office in prior fiscal years. Beginning in FY93/94, budget administration was transferred to the Health and Social Services Department. The FY93/94 Final Budget and FY94/95 Proposed Budget are included in the Health and Social Services Department Budget Unit 7500.

INDIGENT BURIAL
BUDGET 5460

Fund: 001 GENERAL
Function: PUBLIC ASSISTANCE
Activity: GENERAL RELIEF

JAMES O'BRIEN
Coroner/Public Administrator

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$0	$0	$0	$0	$0
OTHER CHARGES	22,352	16,794	19,000	19,000	19,483
TOTAL APPROPRIATIONS	**$22,352**	**$16,794**	**$19,000**	**$19,000**	**$19,483**
REVENUE					
MISC REVENUE	3,980	4,305	4,150	4,150	4,150
TOTAL REVENUE	**$3,980**	**$4,305**	**$4,150**	**$4,150**	**$4,150**
NET COUNTY COST	**$18,372**	**$12,489**	**$14,850**	**$14,850**	**$15,333**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget is administered by the Coroner and provides for the costs of indigent burials and for the care and maintenance of the Grand Army of the Republic (G.A.R.) and Spanish American Veterans' cemetery plots in the Sunrise Memorial Cemetery in Vallejo.

According to Government Code 27462, if there is not sufficient property belonging to the estate of a deceased person to pay the necessary expenses of burial, the expenses are a legal charge against the County.

WORKLOAD INDICATORS

1989-90	1990-91	1991-92	1992-93	1993-94	1994-95*
37	36	47	44	32	48

*Projected as of 3/9/94 Indigent Burial Statistics

DEPARTMENTAL BUDGET REQUEST

For each burial permit filed in Solano County, $2.00 is set aside for indigent burials. For FY94/95, $4,150 is projected for revenue.

In 1993/94 the Board of Supervisors authorized the Coroner to issue a Request for Proposal to contract for the disposition of the indigent dead. A contract was reached with Bryan-Braker Funeral Home for $19,000. In FY92/93, $22,352 was expended for indigent burials. The contract has accomplished not only better service for the indigent of Solano County, but also a savings of $3,352.

The Coroner is projecting a $650 decrease in Net County Cost for FY 94/95.

CAO RECOMMENDATION

We recommend approval of the Requested Budget.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Coroner concurs with our recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $483 of the Fund Balance Incentive Program from FY93/94.

VETERANS SERVICES
BUDGET 5800

Fund: 001 GENERAL
Function: PUBLIC ASSISTANCE
Activity: VETERANS' SERVICES

LEE ROYSTON
Director, Veterans Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$158,077	$173,290	$168,733	$168,733	$168,733
SERVICES AND SUPPLIES	28,994	31,146	33,072	33,072	36,211
OTHER CHARGES	0	15,228	24,271	24,271	24,271
F/A EQUIPMENT	0	0	26,606	0	0
TOTAL APPROPRIATIONS	**$187,071**	**$219,664**	**$252,682**	**$226,076**	**$229,215**
REVENUE					
INTERGOVERNMENTAL REV STATE	$52,125	$66,323	$53,000	$53,000	$53,000
INTERGOVERNMENTAL REV FEDERAL	0	0	0	15,000	15,000
MISC REVENUE	0	0	0	0	0
OTHER FINANCING SOURCES	0	14,716	0	0	0
TOTAL REVENUE	**$52,125**	**$81,039**	**$53,000**	**$68,000**	**$68,000**
NET COUNTY COST	**$134,946**	**$138,625**	**$199,682**	**$158,076**	**$161,215**
POSITIONS	**4**	**3.5**	**4**	**4**	**4**

MISSION STATEMENT

Although the need for this program was not foreseen to continue through the Cold War, Korea, Viet Nam, Grenada, Panama, Iraq, until today, the mission of the Veterans Service Office has not changed: to counsel and assist Veterans, Veterans Widows and other dependents to obtain federal, state and local benefits based on military service; to act as advocate before the Veterans Administration (VA) to ensure that all clients receive the benefit of due process and an objective evaluation of their claim according to applicable laws and regulations; to provide Information and Referral Services to the public to aid them in accessing VA and other agency resources; and to assist federal, state and local agencies establish eligibility and entitlement to other benefit programs.

MAJOR ACCOMPLISHMENTS IN FY93/94

We saw over 9,000 applicants last year, answered 6,000 phone calls, and filed over 2,000 claims, processed over 2,500 welfare and Medi-Cal referrals which resulted in benefits valued at $2,500,000 to $3,500,000 each year.

In addition, we now have approval authority for the waiver of State and community college fees for the dependents of disabled veterans. Under this program, which started in July 1993, we have granted 67 student fee waivers for the University of California, California State University and Community College systems.

We are continuing to see a rise in the veteran population to over 46,000 and the potential client population of Solano County grow to over 100,000.

The subvention reporting procedures have been improved to remove erroneous awards and claims and to include previously unreported Medi-Cal work load units.

A formal interagency agreement has been submitted to participate, with the Department of Health and Social Services, in the Title XIX/SB 910 Health Care Financing Administation (HCFA) reimbursement program.

GOALS AND OBJECTIVES FOR FY94/95

* To improve the accessibility by the public to our services, through establishment of out-reach programs to the under-served communities in Solano County.

* Expand office operating hours to meet public needs.

* To enhance Department revenues through improvement in the quality of current State subvention data recording and reporting system and participation in Title XIX/SB 910 Medi-Cal Reimbursement of Health Care Related Activities to obtain increased revenue for tasks we currently perform.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects an increase in expenditures of $50,165, or 25%, and an increase in revenue of $8,448, or 19%. The Net County Cost increase is $41,717, or 26%.

Last year, the Clerical Support Specialist position was reduced to 32 hours per week. This position is increased to full time to restore continuity of service. Also, funding is included in fixed assets to provide office automation upgrades that would improve the quality of service and timeliness of claims.

WORKLOAD INDICATORS

The Veterans Service Office currently reports semiannually to the California Department of Veterans Affairs on the amount of subvention workload performed and the number of and amount of Veterans Administration awards granted based on claims we have filed. This could be used as part of the Department's standard of performance, but it should be noted that a significant portion of the Department's activity is not subvention related. Most office visits, benefit counseling, and all information and referral services and all outreach activities that are not currently reported should be a factor in determining Departmental performance.

A statistical summary of activity for the period of January 1, 1993 to December 31, 1994 follows:

PERFORMANCE STATISTICS
1/1/93 - 12/31/93

Office Visits	7,757
Claims Filed	1,828
Welfare and Medi-Cal referrals	2,502
Claims Awards Granted	669
Value of one-time award	$1,703,000
Monthly Value of recurring awards	247,000
Annualized monthly awards	$2,964,000

CAO RECOMMENDATIONS

The proposed budget reflects an increase in expenditures of $23,559, or 12%, and an increase in revenue of $23,448, or 53%. The Net County Cost increase is insignificant.

We concur with the Department's Requested Budget, with the exception of funding for office automation. We are still in the process of determining an appropriate level of automation for this Department. Recommendations for automation funding will be made either through SLRP or an adjustment to this budget. Revenues have been increased by $15,000 from SB910 Medi-Cal administrative claiming for case management. This results in a minimal increase in Net County Cost.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Department should be moved to a more accessible location. Consideration will be given to locating this Department in the building to be constructed on the 7.7 acres adjacent to the recently purchased NME building.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $3,139 of the Fund Balance Incentive Program from FY93/94.

STORM/FLOOD LOCAL RELIEF
BUDGET 5907

Fund: 282
Function: PUBLIC ASSISTANCE
Activity: OTHER ASSISTANCE

Birgitta Corsello
Director,
Office of Emergency Services

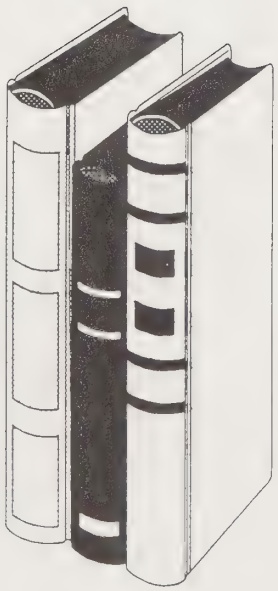
COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$0	$0	$0	$0	$0
OTHER CHARGES	0	0	0	0	0
OTHER FINANCING USES	0	0	0	0	0
APPROP FOR CONTINGENCIES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$0**	**$0**	**$0**	**$0**	**$0**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$4,500	$4,737	$0	$0	$0
INTERGOVERNMENTAL REV STATE	0	0	0	0	0
INTERGOVERNMENTAL REV FEDERAL	0	0	0	0	0
MISC REVENUE	0	0	0	0	0
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$4,500**	**$4,737**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

CAO RECOMMENDATION

This budget reflects actual fiscal information for FY92/93. This budget has been discontinued since FY93/94.

EDUCATION



LIBRARY GENERAL FUND SHARE
BUDGET 6060

Fund: 001 GENERAL
Function: EDUCATION
Activity: LIBRARY SERVICES

ANN COUSINEAU
Director of Library Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$88,054	$96,507	$79,647	$79,647	$79,647
SERVICES AND SUPPLIES	0	0	0	0	0
OTHER CHARGES	0	0	2,279	2,279	2,279
TOTAL APPROPRIATIONS	**$88,054**	**$96,507**	**$81,926**	**$81,926**	**$81,926**
NET COUNTY COST	**$88,054**	**$96,507**	**$81,926**	**$81,926**	**$81,926**
POSITIONS	**1**	**1**	**1**	**1**	**1**

MISSION STATEMENT

This budget provides the salary and fringe benefits of the County Librarian as required in the Education Code.

MAJOR ACCOMPLISHMENTS IN FY93/94

Please see Library Operating Budget Unit 6300.

GOALS AND OBJECTIVES FOR FY94/95

Please see Library Operating Budget Unit 6300.

DEPARTMENTAL BUDGET REQUEST

The FY94/95 budget request is $7,630 or 8.5% less than the prior fiscal year. The decrease is due to the appointment of a new Library Director at a lower step than the outgoing Librarian. For the first time, this budget includes $2,279 as a countywide administrative overhead charge for FY94/95.

WORKLOAD INDICATORS

Please refer to the Library Operating Budget Unit 6300.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the County Administrator's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

COOPERATIVE EXTENSION
BUDGET 6200

Fund: 001 GENERAL
Function: EDUCATION
Activity: AGRICULTURAL ED

LARRY CLEMENT
Director/Farm Advisor of
Cooperative Extension

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$66,605	$52,730	$65,746	$65,746	$65,746
SERVICES AND SUPPLIES	30,064	30,524	37,697	37,697	39,760
OTHER CHARGES	0	21,423	15,600	15,600	15,600
F/A EQUIPMENT	0	0	0	0	0
TOTAL APPROPRIATIONS	**$96,669**	**$104,677**	**$119,043**	**$119,043**	**$121,106**
REVENUE					
CHARGES FOR SERVICES	$2,920	$2,920	$2,500	$2,500	$2,500
MISC REVENUE	0	0	0	0	0
TOTAL REVENUE	**$2,920**	**$2,920**	**$2,500**	**$2,500**	**$2,500**
NET COUNTY COST	**$93,749**	**$101,757**	**$116,543**	**$116,543**	**$118,606**
POSITIONS	**2.0**	**2.25**	**2.25**	**2.25**	**2.25**

MISSION STATEMENT

The University of California Cooperative Extension (UCCE) is a three-way partnership between the US Department of Agriculture, the University of California, and the County of Solano. Programs conducted by the department effectively link the research base of the University of California to local communities to address issues related to agricultural production, natural resources, community and youth development (4-H Youth Development) and family and consumer sciences (Home Economics).

Programs conducted in Solano County by the County Director include: Public Policy issues related to water conservation and usage, land use, local resource management, supervision of the Master Gardener Volunteer Program, and educational, research, and problem solving program related to limited resource producers (small farms).

MAJOR ACCOMPLISHMENTS IN FY93/94

* Completion of new MOU between the University of California and Solano County.
* Conduction of 4 seminars on public policy issues related to ag production.
* Expansion of the Master Gardener Program at no additional costs.
* Maintenance of the small farms program through education, research and problem solving.
* Establishment of a weather recording system (4 locations) in the County to assist growers in water conservation management.
* Establishment of a committee to investigate methods to preserve the agricultural environment of the Suisun Valley.
* Assistance to advisors in securing research funds exceeding $250,000 (Yolo and Solano Counties).
* Restructuring of County paid personnel to address the needs of reduced budget.

GOALS AND OBJECTIVES FOR FY94/95

* Continuation of programs in Master Gardening, small farms and public policy education.
* Continue to assist advisors in seeking outside funding for local research projects.
* Continue to work with Suisun Valley stakeholders to maintain the agricultural orientation of the valley.
* Continue to evaluate expenditures and look for way to increase operational efficiency and program output at little or no costs to the County.

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget includes an increase in expenses of $1,931 or 1.6% over the FY93/94 Final Budget. Net County Costs for the Coop Extension programs are as follows:

Administration	$33,645
Home Economics	$23,658
4-H Youth Development	$31,158
Livestock & Range Management	$18,835
Master Gardener Volunteers	$9,247

Besides a slight increase in expenditures, there are no significant increases in either revenues or expenditures in this budget unit.

WORKLOAD INDICATORS

During FY93/94, 268 individuals attended public policy seminars, 113 farm calls were made, 3 research projects are in progress, 327 phone calls were received or returned, 29 committee/agency meetings were attended, and 5 newsletters were sent to 856 individuals on established mailing lists.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head agrees with the CAO recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the inclusion of $2,063 of the Fund Balance Incentive Program from FY93/94.

LIBRARY
BUDGET 6300

Fund: 004 SPECIAL
Function: EDUCATION
Activity: LIBRARY SERVICES

ANN COUSINEAU
Director of Library Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$3,974,110	$3,378,063	$3,663,934	$3,663,934	$3,653,497
SERVICES AND SUPPLIES	1,974,569	1,759,000	2,234,517	2,234,517	2,266,372
OTHER CHARGES	433,200	465,453	451,590	451,590	471,254
F/A BLDGS AND IMPRMTS	19,735	2,961	110,000	110,000	110,000
F/A EQUIPMENT	173,733	27,609	197,616	197,616	213,134
OTHER FINANCING USES	0	0	0	0	0
APPROP FOR CONTINGENCIES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$6,575,347**	**$5,633,086**	**$6,657,657**	**$6,657,657**	**$6,714,257**
REVENUE					
TAXES	$2,863,119	$2,029,475	$2,130,088	$2,130,088	$2,112,247
FINES,FORFEITURES AND PENALTY	0	0	0	0	0
REVENUE FROM USE OF MONEY/PROP	82,692	93,336	67,600	67,600	67,600
INTERGOVERNMENTAL REV STATE	217,924	311,024	270,757	270,757	398,793
INTERGOVERNMENTAL REV OTHER	243,581	272,574	294,765	294,765	294,765
CHARGES FOR SERVICES	2,214,963	2,145,127	1,970,936	1,970,936	1,969,276
MISC REVENUE	220,100	686,058	351,000	351,000	351,000
OTHER FINANCING SOURCES	354,217	641,858	700,000	700,000	481,140
TOTAL REVENUE	**$6,196,596**	**$6,179,452**	**$5,785,146**	**$5,785,146**	**$5,674,821**
POSITIONS	**99.8**	**80.3**	**76.8**	**76.8**	**76.8**

MISSION STATEMENT

The Solano County Library's mission statement is as follows:

The Solano County Library welcomes the opportunity to serve the peoples of Solano County, recognizes their changing needs, and provides library materials, resources and information which improve the quality of life for its citizens.

The Library serves an estimated population of 330,000 in the cities of Fairfield, Suisun, Rio Vista, Vallejo, and the unincorporated areas of the County. Vacaville, an independent library district which contracts for library services with the County Library, is counted among the population served. The County's Law Library Board of Trustees and the Sheriff's department also contract for services which are provided for the Law Library and Jail Library programs. The Cities of Benicia and Dixon are served by their own jurisdictions.

The Library operates six branches and offers a variety of services. These services include providing free use of books, magazines, newspapers, video cassettes, audio cassettes, compact discs and government documents; assistance in locating information; programs that introduce children to reading and literature; class visits and tours which show citizens how to use the library; special and informational programs for all age groups; telephone renewal of library materials; and typewriters and computers for public use.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Volunteers contributed 7,500 hours to the system for 1993/94, a 100% increase in usage over 1992/93.

* A Federal grant in the amount of $325,500 was awarded through the California State Library to the City of Rio Vista to assist in the building of a new 5,200 square foot library. The County Library prepared and submitted the application on behalf of the city. It will double the amount of space which was available in the previous library.

* Working through the California State Library to apply for and begin a literacy program under the auspices of the County Library beginning in the fall of 1994.

* The Library continued its policy of using technological enhancements to improve library services. This year has seen the inauguration of a dial-in service to access library collections, patron ability to place a "hold" on materials and the addition of an on-line encyclopedia to the database.

* The end of the fiscal year saw the successful completion of the Library's first long-range plan which was initiated in 1989. Most of the major goals were accomplished, although some have had temporary setbacks due to financial constraints.

* $64,000 in state and federal grant funds were secured to purchase primarily children's materials for the various branch libraries' collections.

GOALS AND OBJECTIVES FOR FY94/95

* Continue the expansion of the volunteer program with a system-wide goal of 10,000 volunteer hours per year.

* Increase Library hours by approximately 15%.

* Continue the upgrade of the Library's automation system by adding personal computers for use with the catalog, exploring computer telephone renewal and notification systems, expanding the system's storage capabilities and improving its communication system.

* Develop Library's second long-range plan, producing a document which will provide a blueprint for services for the next three to five years.

* Open new Rio Vista branch in the beginning of 1995.

* Begin implementation of a countywide literacy program once the grant is awarded.

* Review facility needs with city officials for the City of Vallejo. The Library began a study of facility usage for its two branches in Vallejo in the fall of 1993 and is expected to reach a final recommendation on a facility usage plan.

* Investigate permanent alternative funding mechanisms to replace lost property tax revenues.

* Develop proposals to provide library services to the Dixon Unified School District Library.

* Begin feasibility study of contracted services/closer cooperation with Napa City-County Library.

DEPARTMENTAL BUDGET REQUEST

The Library's total operating Budget request for FY94/95 is $6,657,657 which represents an increase of $444,399 or 7% over the FY93/94 Final Budget. These increases are comprised of $148,512 in salary and benefits, primarily in Extra Help to hire additional Departmental Aides, and Library Assistants for up to 245 hours total per week, should the Board approve an increase in Library hours in FY94/95. No new positions are being requested at this time.

Services and supplies show a minor increase of $79,658 primarily due to the budgeting of a $75,000 one time cost for improvements at the Fairfield-Suisun Library. Fixed assets include a request for $24,000 to replace terminals with personal computers, $25,740 for a Voice Renewal and Notification system to automate book renewal, and $25,000 to purchase additional memory for the development of local databases to be paid for by monies deposited in an equipment reserve fund by both the Library and its automation partners. In addition there are fixed asset requests for $24,000 for the purchase of 3 security systems and approximately $110,000 to rebuild the new Rio Vista Library.

Revenues show a minor increase of $160,674 or 3% primarily related to property taxes. Also included are $350,000 from insurance settlement proceeds for the Rio Vista Library.

The Department has budgeted $513,908 in the Contingencies Budget unit 9304 for unforseen expenses that may occur during FY94/95.

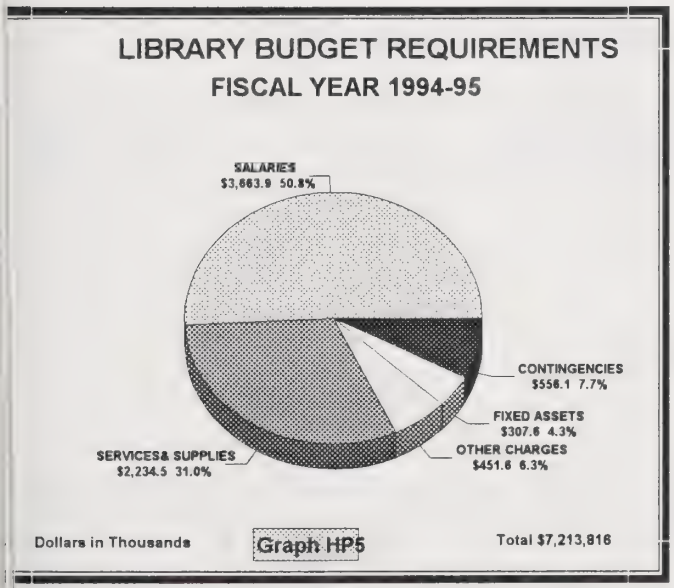
The $872,511 difference between expenditures and revenues will be balanced using fund balance available monies from the prior year totalling $1,428,670.

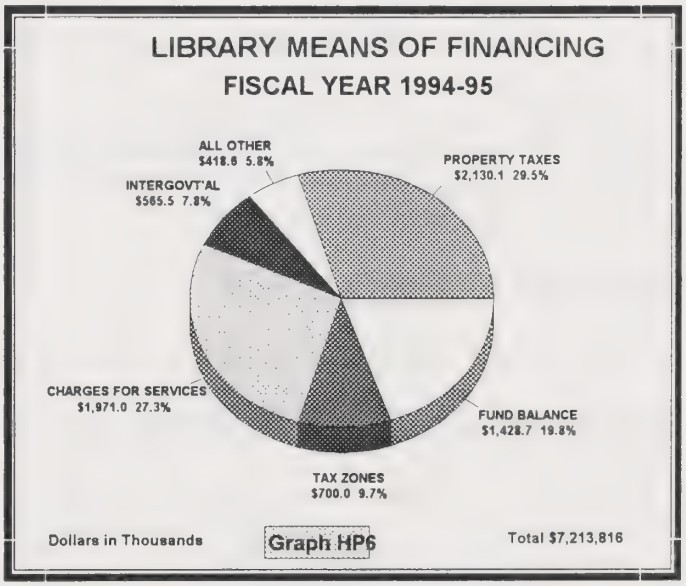
The Solano County Library's recent property tax history is as follows:

	1991/92:	$3,473,344
	1992/93:	$3,217,335
(est)	1993/94:	$2,754,025

The property tax loss over the past two years amounts to $719,319 or a cumulative 21% loss. In addition, contracted losses (due to the indirect loss of property tax) from other jurisdictions have exceeded $200,000 over the same period. This revenue loss has resulted in a decrease in staffing and a reduction of service hours from a cumulative total of 290 to 211 per week. Twenty-five positions have been permanently eliminated from the Library's personnel allocation, and there has been a 38% reduction in the amount of monies expended on the Library's collection.

Please refer to HP5 and HP6 below for the Library Budget Requirements and Means of Financing pie charts.





WORKLOAD INDICATORS

Usage had reached record levels in FY92/93 in terms of items loaned to patrons, reference questions answered and number of patrons visiting branch libraries. With significant reductions in hours, personnel and new materials, usage has declined approximately 15%, with the exception of Vacaville which still showed some of the positive effects of its new facility. However, the number of patrons entering library facilities has actually increased as has new library card registrations. Cumulatively 25,000 patrons now squeeze into 211 service hours per week, averaging 118 patrons per service hour. In previous years, the hourly average was 86. This increase has exacerbated the crowded conditions in some of our facilities as there are now record numbers of patrons in our facilities at any given time.

At peak periods, seating and table space is at a premium as is access to computers and other equipment. It is anticipated that the additional service hours will alleviate the situation somewhat, although the population using or accessing library services is expected to continue to increase.

Use of the Library's automation system continues to grow as patrons become more comfortable with its use.

Budget Summary/Outlook

The FY94/95 Solano County Library Budget is expected to reflect modest service enhancements after two years of severe service cutbacks. Hours will be increased slightly as will the materials budget. Advances will be made in expanding Library services through the increased use of technology and the expanded use of volunteers to assist the Library in advancing and promoting its services.

However, it is apparent that the Library does not have sufficient resources to meet the current library service demands of the public. The projected population growth of the County will only increase service demand levels. It is imperative that the Library continue to explore alternative funding mechanisms and support legislation which could enhance public library services.

CAO RECOMMENDATION

We concur with the Department's Requested Budget with the following clarifications:

This budget includes $104,604 going into reserves for equipment replacement, $700,000 in revenues from the 4 Library Zones, and a fund balance available of $1,428,670. Based on this significant fund balance, the CAO is recommending that the Board approve the increase in Library hours for FY94/95 to a total of 245 hours per week.

SIGNIFICANT BUDGET CHANGES

Increase in extra help to extend library hours of operation.

PENDING ISSUES AND POLICY CONSIDERATIONS

The extension of library hours by approximately 15% to a total of 245 hours per week. Should the Board choose to not extend Library hours, the Salaries and Employee Benefits line item will need to be reduced proportionately.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the County Administrator's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* Reduction in property taxes of $127,554 and the redevelopment set aside for E.R.A.F. of $130,471.

* Decreased extra help due to the status quo in the number of service hours provided to members of the public for FY94/95.

* The Library has also budgeted $128,036 in Literacy Grant monies to be expended in FY94/95. Three new positions funded by grant monies will be added to the Library budget through a separate resolution.

* Set a budget contingency of $346,983 for any unforseen needs during the fiscal year.

* Receive $481,140 in revenue from the four library zones.

RECREATION

PARKS
BUDGET 7000

Fund: 016 PARKS AND RECREATION
Function: REC & CULTURAL SVCES
Activity: RECREATION FAC

BIRGITTA CORSELLO
Director, General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$450,608	$428,063	$456,659	$456,659	$448,459
SERVICES AND SUPPLIES	173,745	170,708	216,655	216,655	236,600
OTHER CHARGES	15,546	45,546	53,042	53,042	53,042
F/A BLDGS AND IMPRMTS	0	0	0	0	0
F/A EQUIPMENT	2,918	139	0	0	0
OTHER FINANCING USES	0	0	0	0	0
INTRA-FUND TRANSFERS	0	0	0	0	0
APPROP FOR CONTINGENCIES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$642,817**	**$644,456**	**$726,356**	**$726,356**	**$738,101**
REVENUE					
TAXES	$276,831	$204,819	$220,395	$220,395	$201,454
FINES,FORFEITURES AND PENALTY	0	0	0	0	0
REVENUE FROM USE OF MONEY/PROP	12,756	14,481	14,100	14,100	14,100
INTERGOVERNMENTAL REV STATE	13,324	10,850	14,525	14,525	14,525
CHARGES FOR SERVICES	268,659	339,358	337,155	337,155	367,251
MISC REVENUE	39,910	24,584	0	0	0
OTHER FINANCING SOURCES	0	19,086	22,347	22,347	166,197
TOTAL REVENUE	**$611,480**	**$613,178**	**$608,522**	**$608,522**	**$763,527**
POSITIONS	**9**	**9.7**	**8**	**8**	**8**

MISSION STATEMENT

Parks and Recreation is part of the Parks and Grounds Division of General Services. It is responsible for providing safe, clean, functional and aesthetically pleasing regional park facilities for the general public at reasonable fees. The Division operates three regional parks: Lake Solano, Lagoon Valley and Sandy Beach, and is also responsible for the maintenance and operation of seven County-wide veterans buildings.

MAJOR ACCOMPLISHMENTS IN FY93/94

The FY93/94 budget year was highlighted by the completion of major improvements to the Sandy Beach Park compound. Upgrades were made to the park's forty campsites so that all now have water and electrical hookups for recreational vehicles. In addition, general park attendance for calendar year 1993 increased by 10.8% to 297,690.

GOALS AND OBJECTIVES FY94/95

Two major projects are planned for FY 1994/95: (1) construction of the interpretive/information center at Lake Solano, and (2) improvements to the day use area at Sandy Beach including improved picnic facilities.

DEPARTMENTAL BUDGET REQUEST

The Park Division's Requested Budget reflects a $83,641, or 13%, increase in expenditures and a ($34,193) or (5.3%) decrease in revenues.

The budget reduces 1.75 FTE Park Rangers for a $60,191 salary and employee benefit savings. Much of the increase in expenditures is attributed to worker's compensation charges increasing $14,643, household expenses $10,400, liability insurance $47,599 and Countywide administrative overhead by $8,310 over the prior fiscal year.

On the revenue side, property taxes have decreased by ($59,507) or (21.2%), while revenue from recreation services have increased $34,210 from $245,790 to $280,000. Despite the salary reductions, the increases in expenditures and loss of property taxes have left a significant funding gap of $117,834 for FY94/95.

WORKLOAD INDICATORS

The total general attendance for all three parks for calendar year 1993 was 297,690; total revenues for 1993 were $256,245

CAO RECOMMENDATION

Due to increases in workers' compensation of $14,643, liability insurance $47,599 and Countywide A-87 overhead $8,310 and a ($59,507) decrease in property taxes, we are recommending that the County absorb a total of $70,552 in Net County Cost for FY94/95. This would still leave $47,312 as the outstanding gap between revenues and expenditures. The Parks Department has indicated that in the future there may be the possibility of contracts with state Fish and Game and Yolo County for maintenance of fishing access on Putah Creek that may generate additional revenue and a possibility that the East Bay Regional Parks may be interested in taking over Solano Parks. There also exists the

possibility that some or all the cities in the County would want to merge into a Countywide parks district. However, none of these possibilities have been developed to impact the FY94/95 Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

To offset the $47,312 deficit in this budget unit, the Department Head is recommending that the Board consider:

a) Using a portion of the Proposition 172 funds on a one-time or ongoing basis;
b) Using a direct subsidy from the General Fund as a one-time or ongoing basis.

The County Administrator is recommending that the Board not use Proposition 172 funds but provide this Department with a one time General Fund subsidy of $47,312 to allow the continuation of a viable Parks program in FY94/95, on condition that by Final Budget this Department develop: a short and long term revenue enhancement plan; develop a merger plan; begin planning for a several year phase back or phase out of Parks operations; or a multi-faceted approach incorporating any of these.

The Board may also look at maximizing revenues from fees and at the possibility of contracting the Parks facilities out to concessionaires.

Until this issue is addressed at Budget Hearings, this Fund will operate with a negative fund balance of $117,834. If the Department is able to develop a viable plan for addressing its revenue shortfall problems, we will recommend that a contribution from the General Fund be used on a one-time basis to balance the shortfall.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

Besides the issue of use of Proposition 172 funds, the Department Head is in agreement with the County Administrator's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* A reduction in extra help of $8,000 and services and supplies line items for $2,800.

* A decrease in revenues of ($18,941) from property taxes and a negative fund balance of ($25,426).

* The Department has increased it's revenues from recreation services charges at Lake Solano and Sandy Beach by $15,000 each.

* Retain $20,947 in its designated reserves to offset the redevelopment pay-back to E.R.A.F. during FY94-95.

* Transfer the remaining $3,000 from reserves to fund balance to finance extra help costs.

* The Board approved a General Fund contribution to this department in the amount of $121,105 for FY1994-95 so that the County may continue to operate a viable Parks Program.

* The General Services Department has agreed to contribute $22,745 from its Fund Balance Incentive Program. This money will not be used to offset a portion of the $121,105 deficit, but will be used in conjunction with a capital improvements plan for the Parks. Full details of this plan will be given to the Board, along with the department's program reduction implementation plan in January, 1995.

PARKS - CAPITAL PROJECTS
BUDGET 7030

Fund: 309 PARKS PROJECT
Function: REC & CULTURAL SVCES
Activity: RECREATION FAC

BIRGITTA CORSELLO
Director, General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$0	$4	$0	$0	$0
OTHER CHARGES	23,570	15,138	0	0	0
F/A BLDGS AND IMPRMTS	210,516	57,871	0	0	0
TOTAL APPROPRIATIONS	**$234,086**	**$73,013**	**$0**	**$0**	**$0**
REVENUE					
INTERGOVERNMENTAL REV STATE	$229,135	$66,613	$0	$0	$0
CHARGES FOR SERVICES	0	0	0	0	0
OTHER FINANCING SOURCES	0	74,000	0	0	0
TOTAL REVENUE	**$229,135**	**$140,613**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

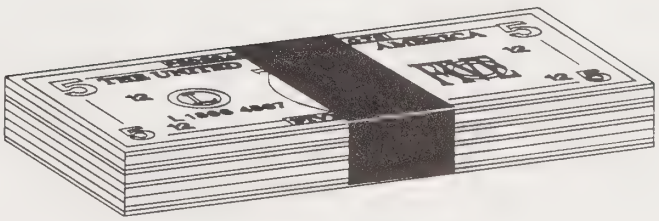
MISSION STATEMENT

This budget, administered by the General Services Department, is used to administer and manage state and federal grant funds for acquisition, development, and rehabilitation of County parks.

CAO RECOMMENDATION

This budget unit is no longer in use as it has been combined with the ACO Capital Outlay Unit, Fund 006, Budget Unit 1700.

DEBT SERVICE



SOLANO COUNTY DEBT SERVICE FUND
BUDGET 8000

Fund: 300 CO DEBT SVCE FUND
Function: DEBT SERVICE
Activity: RETIRE-L/TERM DEBT

BIRGITTA CORSELLO
Director, General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$847	$26,874	$2,000	$2,000	$2,000
OTHER CHARGES	444,500	428,750	413,000	413,000	413,000
APPROP FOR CONTINGENCIES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$445,347**	**$455,624**	**$415,000**	**$415,000**	**$415,000**
REVENUE					
TAXES	$404,607	$418,351	$406,000	$406,000	$405,048
REVENUE FROM USE OF MONEY/PROP	11,464	9,467	3,000	3,000	0
INTERGOVERNMENTAL REV STATE	12,426	12,863	6,000	6,000	0
OTHER FINANCING SOURCES	0	24,894	0	0	0
TOTAL REVENUE	**$428,497**	**$465,575**	**$415,000**	**$415,000**	**$405,048**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This Budget is the conduit for payment of the principal and interest on the General Obligation Bonds sold in 1973 to construct the South Wing of the Hall of Justice and other County facilities. This Budget receives revenue from the property tax imposed by voters prior to Proposition 13. Therefore, the tax is above the 1% limit and should be the exact amount needed to pay the debt in any particular year. Payment on this bond issue will continue through FY97/98.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not applicable.

GOALS & OBJECTIVES FOR FY94/95

Not applicable.

WORKLOAD INDICATORS

Not applicable.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects a decrease of (3%) in expenditures and revenues of ($14,250). Requested expenditures include the principal payment of $350,000 and the interest payment of $63,000 per the repayment schedule. Since this budget is projected to receive more revenue than the amount of voter approved debt expense in the current FY93/94, it is recommended that the Auditor adjust the tax rates downward for FY94/95.

CAO RECOMMENDATION

As mentioned above, this Budget is the conduit for payment of the principal and interest on General Obligation Bonds sold in 1973. It is essentially a voter-approved debt that should only recapture revenues to offset the expenditures. As a result, we concur with the Department's Requested Budget of $413,000 in expenditures and revenues and recommend that the Auditor-Controller adjust the tax rates downward to recover only the revenue needed.

SIGNIFICANT BUDGET CHANGES

There are no significant budget changes.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

UNFUNDED LIABILITIES
BUDGET 8005

Fund: 305 UNFUNDED LIABILITIES
Function: DEBT SERVICE
Activity: RETIRE-L/TERM DEBT

MICHAEL D. JOHNSON
County Administrator

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SALARIES AND EMPLOYEE BENEFITS	$0	$0	$0	$0	$0
OTHER FINANCING USES	37,000	193,640	831,846	831,846	831,846
TOTAL APPROPRIATIONS	**$37,000**	**$193,640**	**$831,846**	**$831,846**	**$831,846**
REVENUE					
TAXES	$0	$0	$0	$0	$0
REVENUE FROM USE OF MONEY/PROP	98,940	99,375	0	0	91,677
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$98,940**	**$99,375**	**$0**	**$0**	**$91,677**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This Budget provides funds to meet the County's unfunded liabilities, including Early Retirement Programs, accrued sick leave, compensation time and vacation payoffs for County employees who are laid off.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not applicable.

GOALS AND OBJECTIVES FOR FY94/95

Not applicable.

WORKLOAD INDICATORS

Not applicable

DEPARTMENTAL BUDGET REQUEST

At the Board's direction, the County implemented Early Retirement Program during FY92/93 and FY93/94. Accumulated leave payoffs have been paid, however, the County has not received invoices for the Two Year Additional Service Credit costs from the Public Employee Retirement System (PERS). As of May 23, 1994, we estimated that PERS costs for FY 92/93 retirements will be $305,839 and $526,007 for FY93/94. The Requested Budget reflects the total of $831,846 to cover the two years.

In the event that the County receives invoices from PERS before June 30, 1994, this Budget will be reduced accordingly.

CAO RECOMMENDATION

We concur with the Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATION

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

Not applicable.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the addition of $91,677 from interest income recognized as revenue.

SOLANO FINANCING H & SS BUILDING & IMPROVEMENT
BUDGET 8009

Fund: 302
Function: DEBT SERVICE
Activity: PLANT ACQUISITION

BIRGITTA CORSELLO
Director, General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$0	$0	$0	$0	$0
OTHER CHARGES	0	0	803,638	803,638	284,984
OTHER FINANCING USES	736	0	0	0	0
TOTAL APPROPRIATIONS	**$736**	**$0**	**$803,638**	**$803,638**	**$284,984**
REVENUE					
LICENSES,PERMITS AND FRANCHISE	$0	$0	$150,000	$150,000	$150,000
REVENUE FROM USE OF MONEY/PROP	2	0	52,623	52,623	26,838
MISC REVENUE	0	0	0	0	0
OTHER FINANCING SOURCES	0	0	601,015	601,015	108,146
TOTAL REVENUE	**$2**	**$0**	**$803,638**	**$803,638**	**$284,984**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This Budget is the conduit for the payment and interest on the long term debt related to the purchase of the Solano Park NME facility and adjacent 7.7 acres of property.

MAJOR ACCOMPLISHMENTS IN FY93/94

After several months of careful review, analysis and negotiations the Board of Supervisors authorized the acquisition of the Solano Park NME facility and acquisition of 7.7 acres of real property to develop a "campus-environment" for Health & Social Services (HSS). In addition, Certificates-of-Participation (COP) were authorized to finance these purchases and leverage the County's resources.

GOALS & OBJECTIVES FOR FY94/95

Begin implementation of the HSS "campus-environment" by moving programs into the NME facility.

WORKLOAD INDICATORS

There are no indicators for this budget unit.

DEPARTMENTAL BUDGET REQUEST

This is the first year of this budget and the request includes a projected interest payment of $558,637 and principal payment of $245,000 for a total debt service of $803,637.

Revenues for this Budget are projected at $601,014 from HSS program revenues, $150,000 from the Public Facility Fee Trust Fund and $52,623 in interest earnings.

CAO RECOMMENDATION

We recommend approval of the Requested Budget.

SIGNIFICANT BUDGET CHANGES

There are no significant changes since this is the first year of this Budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

The COPs had not gone to market at the time of this writing and therefore, depending on the interest rate at the time of issuance, the yearly debt service could be lower or higher. We anticipate the debt service repayment schedule will be finalized by Final Budget and would make adjustments accordingly.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* To reflect a lower debt service payment for FY94/95 decreased expenditures and revenues by $518,654.

* Due to the timing of the sale of the Certificates of Participation for the acquisition of the Solano Park Hospital and adjacent land, the County will only be required to make one debt service payment in FY94/95 in the amount of $284,984 instead of $803,638 as indicated in the Proposed Budget.

SOLANO COUNTY BUILDING CORPORATION -- DEBT SERVICE
BUDGET 8010

Fund: 303 SOL CTY BLDG CORP DEBT SV
Function: DEBT SERVICE
Activity: RETIRE-L/TERM DEBT

BIRGITTA CORSELLO
Director, General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$8,596	$9,140	$10,000	$10,000	$9,582
OTHER CHARGES	2,919,976	44,611,629	4,029,854	4,029,854	4,029,854
OTHER FINANCING USES	0	14	0	0	0
APPROP FOR CONTINGENCIES	0	0	0	0	0
TOTAL APPROPRIATIONS	**$2,928,572**	**$44,620,783**	**$4,039,854**	**$4,039,854**	**$4,039,436**
REVENUE					
TAXES	$0	$0	$0	$0	$0
FINES,FORFEITURES AND PENALTY	855,000	1,715,000	800,000	900,000	633,418
REVENUE FROM USE OF MONEY/PROP	112,249	896,743	235,000	235,000	235,000
MISC REVENUE	0	0	0	0	0
OTHER FINANCING SOURCES	1,545,000	2,126,759	3,004,854	2,904,854	2,904,854
TOTAL REVENUE	**$2,512,249**	**$4,738,502**	**$4,039,854**	**$4,039,854**	**$3,773,272**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This Budget is the conduit for the payment of principal and interest on the long term debt related to the Fairfield Justice Center, the Animal Control Facility and the Cogeneration Plant. Debt retirement is financed by surcharges for vehicle violations set aside for Courthouse and Criminal Justice Facility needs and by the General Fund.

MAJOR ACCOMPLISHMENTS IN FY93/94

The Certificates of Participation for this debt were refunded April 1, 1993 and mature October 1, 2005.

GOALS & OBJECTIVES FOR FY94/95

Not Applicable

WORKLOAD INDICATIONS

Not Applicable.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects an increase in expenditures of nearly 2% or $72,935 and $1.46 million or 56.6% in revenues over the final approved FY93/94 Budget. Requested expenditures include the principal payment of $1,910,000 and the interest payment of $2,119,854 per the debt service schedule for the 1993 Refunding Certificates of Participation. This Budget no longer receives contributions from the Accumulated Capital Outlay (ACO) fund or the Solano Building Corporation. Revenues for FY 94/95 will come from interest on U.S. Treasury Bills held in a trust account, $235,000, the Courthouse and Criminal Justice trust funds, $800,000, and the General Fund, $3,004,854.

CAO RECOMMENDATION

We concur with the Department's Requested Budget. However, an adjustment was made to increase the projected revenues from the Courthouse and Criminal Justice trust funds to $900,000, reduce the General Fund contribution to $2,004,854. Based on this years revenue stream and the increase activity of California Highway Patrol in the County's freeways and highways, the $100,000 increase in the trust funds project revenues is warranted.

In addition, the Proposed Budget includes a contribution from the ACO towards debt service that is not reflected in the Requested Budget. Essentially, this reduces the ACO's resources for new capital projects in FY94/95; however, it gives the General Fund more flexibility to absorb the impending hit from the State of $3.3 million to recapture property tax to fund a shortfall in funding to the schools. (Please see the CAO upfront message and Budget Unit 1700 for more information.)

SIGNIFICANT BUDGET CHANGES

The significant change for FY94/95 is the $2.04 million General Fund contribution towards the debt service (up from $600,000 in FY93/94). This increase is the result of dwindling contributions from other revenue sources.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues and policy considerations.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

CAPITAL ASSET FINANCING
BUDGET 8011

Fund: 304 CAPITAL ASSET FINANCING
Function DEBT SERVICE
Activity: RETIRE-L/TERM DEBT

BIRGITTA CORSELLO
Director, General Services

COUNTY OF SOLANO
REVENUES AND EXPENDITURES
BUDGET UNIT FINANCING SUMMARY
FISCAL YEAR 1994-1995

MAJOR ACCOUNT CLASSIFICATIONS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
APPROPRIATIONS					
SERVICES AND SUPPLIES	$3,242	$3,242	$3,500	$3,500	$3,500
OTHER CHARGES	1,637,610	1,637,610	1,637,610	1,637,610	1,637,610
OTHER FINANCING USES	0	1,000,000	0	0	0
TOTAL APPROPRIATIONS	**$1,640,852**	**$2,640,852**	**$1,641,110**	**$1,641,110**	**$1,641,110**
REVENUE					
REVENUE FROM USE OF MONEY/PROP	$1,897,523	$1,908,413	$1,840,000	$1,840,000	$1,840,000
OTHER FINANCING SOURCES	0	0	0	0	0
TOTAL REVENUE	**$1,897,523**	**$1,908,413**	**$1,840,000**	**$1,840,000**	**$1,840,000**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This Budget was established to pay for the principal and interest payments on equipment and capital assets leased from the Fiscal Funding Corporation in 1987 (PARS Transaction). Debt retirement is financed by interest on investments and is scheduled to be paid off in October 1995.

MAJOR ACCOMPLISHMENTS IN FY93/94

Not Applicable.

GOALS & OBJECTIVES FOR FY94/95

Not Applicable.

WORKLOAD INDICATORS

Not Applicable.

DEPARTMENTAL BUDGET REQUEST

There is no change in requested expenditures. Requested revenues reflect an increase of $940,000 or 104% due to the full need of investment earnings to offset expenditures. Expenditures represent the semi-annual payments for principal and interest expense plus a contribution of funds to a reserve which will be used as part of the final payment in 1995. The Requested Budget includes a $198,890 transfer to reserves for FY 1994/95.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

There are no significant changes.

PENDING ISSUES AND POLICY CONSIDERATIONS

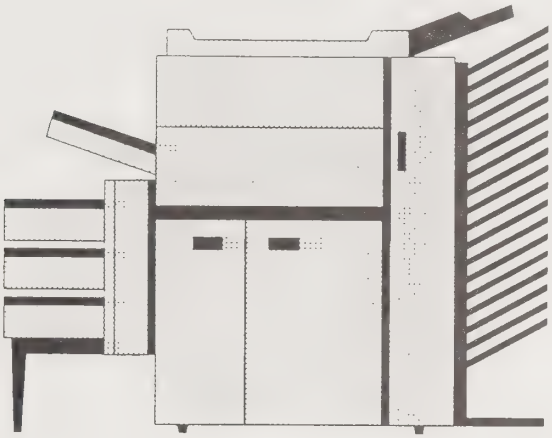
There are no pending issues.

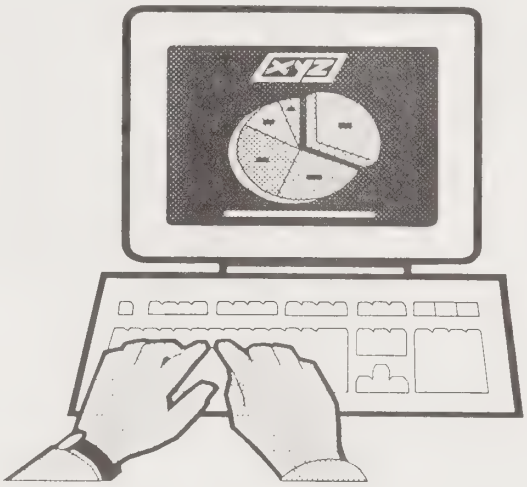
DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

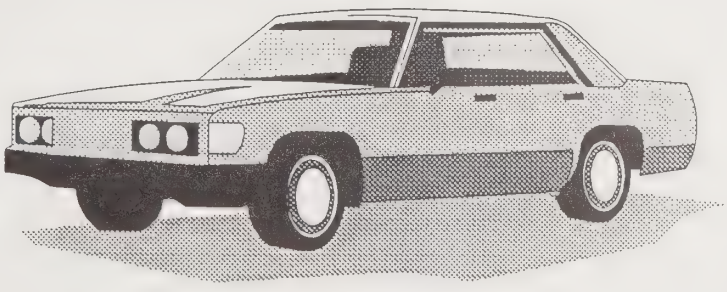
FINAL BOARD ACTION

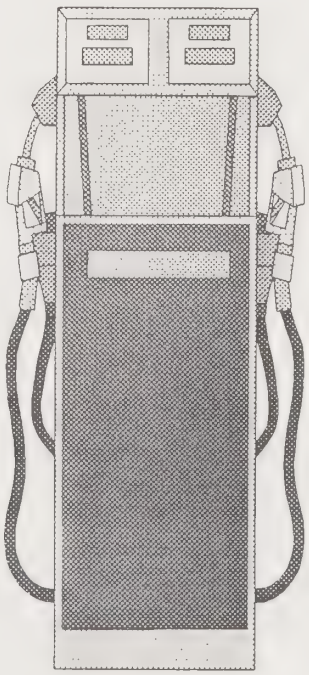
The Board approved the Budget as proposed.





INTERNAL SERVICE FUNDS





COMMUNICATIONS
BUDGET 1600

Fund: 11 Communications
Function: General
Activity: Communications

BIRGITTA CORSELLO
General Services Director

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 10
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$1,643,798	$1,770,174	$1,584,331	$1,584,331	$1,591,331
TOTAL OPERATING REVENUE	**$1,643,798**	**$1,770,174**	**$1,584,331**	**$1,584,331**	**$1,591,331**
SALARIES AND EMPLOYEE BENEFITS	$499,297	$466,689	$513,324	$513,324	$527,324
MAINTENANCE	90,518	37,391	45,200	45,200	66,525
MATERIALS AND SUPPLIES	6,282	141,563	48,080	48,080	101,505
INSURANCE	1,808	2,717	5,127	5,127	5,127
RENT,UTILITIES & OTHER	941,809	1,047,851	1,054,533	1,054,533	1,086,033
DEPRECIATION	131,590	100,609	100,609	100,609	100,609
TOTAL OPERATING EXPENSE	**$1,671,304**	**$1,796,820**	**$1,766,873**	**$1,766,873**	**$1,887,123**
*** NET OPERATING INCOME (LOSS) ***	**($27,506)**	**($26,646)**	**($182,542)**	**($182,542)**	**($295,792)**
INTEREST REVENUE	$32,671	$42,940	$35,000	$35,000	$35,000
OPERATING GRANTS	4,006	9,547	9,000	9,000	9,000
OPERATING TRANSFERS IN	0	0	0	0	0
OTHER REVENUES	0	58	0	0	0
SALE OF FIXED ASSETS	350	0	0	0	0
TOTAL NON-OPERATING REVENUE	**$37,027**	**$52,545**	**$44,000**	**$44,000**	**$44,000**
INTEREST EXPENSE	$0	$0	$0	$0	$0
OPERATING TRANSFERS OUT	0	0	0	0	0
TOTAL NON-OPERATING EXPENSE	**$0**	**$0**	**$0**	**$0**	**$0**
*** NET NON-OPERATING INCOME (LOSS) ***	**$37,027**	**$52,545**	**$44,000**	**$44,000**	**$44,000**
NET GAIN/(LOSS)	**$9,521**	**$25,899**	**($37,933)**	**($138,542)**	**($251,792)**
POSITIONS	**10**	**10**	**9**	**9**	**9**

MISSION STATEMENT

Communications, a division of the General Services Department, oversees the County's telephone and radio communications systems. Their function includes the design, implementation and maintenance of radio systems for County departments and other public service agencies. Specifically for the County, the division maintains the microwave system and communication-towers, administers and maintains the Centrex telephone system, CD telephone system, pagers services, data transmission and the E-911 emergency dispatch systems. In addition, the division also installs and maintains closed-circuit televisions, alarms and public address systems for security areas. This Division supports the County's towers, microwave systems, radio systems and dispatch operations on a 24 hour basis.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Negotiated an ongoing reduction in the Pacific Bell Centrex telephone contract which will result in an annual savings of approximately $25,000 per year to the County.

* Completed installation of the OASIS Satellite communications system which ties Solano County with the state of California Emergency Communication network.

* Negotiated an ongoing reduction in the monthly rental cost for pagers, which attracted more customers from both County and non-county agencies.

* Worked with the Sheriff's Department and the County Office of Emergency Services to complete the design and oversight of the radio equipment installed in the Mobile Command Vehicle.

* Replaced and upgraded emergency power capabilities at two of the County's radio tower sites.

GOALS & OBJECTIVES FOR FY94/95

* To maintain & support Countywide telecommunication systems infra structure.

* To develop a five year strategic plan for Communications systems and equipment.

* To develop and implement a communication team who will conduct departmental analyses of telephone lines and service needs and make recommendations for improving current systems.

* To reduce or hold down long distance telephone cost by negotiating and implementing a new agreement for long distance service.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget for the Communications Division is considered a Status Quo Budget. Total requested expenses are $1,668,964 which represents a decrease in operational expenses. Total revenues are $1,628,331. There is no Net County Cost. The Division plans to use $40,633 of its fund balance to finance this budget. It is an internal service fund which recovers operating costs though a billing rate structure.

The overall Requested Budget expenses are lower. This is due to a combination of decreases in overtime, Workers Comp, telephone service costs (pass through) and garage vehicle rates, which are partially offset by increases in A 87 administrative overhead. It also includes the request for a laptop computer and software to be used by the communication staff in testing of radio and telephone equipment and to document communication system.

Total revenues have decreased $72,165 or 4%. The decrease reflects a reduction in charges for services anticipated due to a ongoing reduction in Pac Bell Centrex costs, (telephone services) negotiated in FY 1993/94.

Other revenues have decreased due to the loss of one time revenues from the PERS rebate in FY 93/94. We are currently projecting a Fund Balance of $40,633 which will be used to offset the revenue loss from PERS. The Requested Budget also reflects a 5% increase in rates for rental and service charges of radio equipment.

WORKLOAD INDICATORS

* The General Services Communications Division currently provides technical support and services for 2090 telephones lines, and numerous data circuits for County and non-county agencies.

* Supports three (3) dispatch centers and eight (8) primary communications sites, and maintain and support approximately 46 radio systems, and 100 base and repeater stations for Police, Fire, Local Government, Paramedic and Ambulance.

* Responsible for maintaining and licensing approximately 100 different radio frequencies used by government agencies in Solano County.

CAO RECOMMENDATION

We concur with the Department Requested Budget as submitted.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

FINAL BOARD ACTIONS

The Board approved the Budget as proposed with the following changes:

* $5,000 increase in salary expense to correct salary projection for Communications Manager;

* $4,000 increase in OT/call expenses;

* $5,000 increase to add Extra Help;

* $2,000 increase in Data Processing and Administrative Division;

* $10,000 increase in Maintenance Equipment, Telephone Service Division;

* $18,000 increase to add Professional Services in Telephone Service Division;

* $7,000 increase in Education & Training expense, Telephone Service Division;

* $45,425 increase in Purchases for Resale expense, Telephone Service Division;

* $3,000 increase in Travel expense, Telephone Service Division;

* $2,000 increase in Equipment expense, Telephone Service Division;

* $1,500 increase in Education & Training expense, Technical Division;

* $8,000 increase in Purchases for Resale expense, Technical Division;

* $12,000 increase in Equipment expense, Technical Division;

* $2,075 increase in Maintenance Equipment expense, Data Services Division;

* $7,000 Increase to Maintenance expense offset by $7,000 in revenue for utility project on Cement Hill to be paid by lessee, Cellular One.

FOUTS SPRINGS
BUDGET 2801

Fund: 31 Fouts Springs Ranch
Function: Public Protection
Activity: Detention & Corrections

MIKE ROBAK
Chief Probation Officer

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 10
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$2,122,467	$2,274,881	$2,449,049	$2,449,049	$2,691,152
TOTAL OPERATING REVENUE	**$2,122,467**	**$2,274,881**	**$2,449,049**	**$2,449,049**	**$2,691,152**
SALARIES AND EMPLOYEE BENEFITS	$1,769,597	$1,947,272	$1,845,721	$1,845,721	$2,009,968
GASOLINE	367	918	1,000	1,000	1,000
MAINTENANCE	119,375	88,052	115,183	115,183	52,583
MATERIALS AND SUPPLIES	184,064	221,680	217,147	217,147	218,347
INSURANCE	6,439	4,748	13,033	13,033	13,033
RENT,UTILITIES & OTHER	246,758	258,148	299,837	299,837	288,984
DEPRECIATION	33,028	31,354	31,354	31,354	31,354
TOTAL OPERATING EXPENSE	**$2,359,628**	**$2,552,172**	**$2,523,275**	**$2,523,275**	**$2,615,269**
*** NET OPERATING INCOME (LOSS) ***	**($237,161)**	**($277,291)**	**($74,226)**	**($74,226)**	**$75,883**
INTEREST REVENUE	$2,944	$1,537	$4,000	$4,000	$4,000
OPERATING GRANTS	90,283	450,685	118,502	118,502	243,502
OPERATING TRANSFERS IN	0	0	0	0	0
TOTAL NON-OPERATING REVENUE	**$93,227**	**$452,222**	**$122,502**	**$122,502**	**$247,502**
RENT,UTILITIES & OTHER	$0	$0	$0	$0	$0
INTEREST EXPENSE	3,636	9,942	500	500	500
OPERATING TRANSFERS OUT	0	0	0	0	358,098
TOTAL NON-OPERATING EXPENSE	**$3,636**	**$9,942**	**$500**	**$500**	**$358,598**
*** NET NON-OPERATING INCOME (LOSS) ***	**$89,591**	**$442,280**	**$122,002**	**$122,002**	**($111,096)**
NET GAIN/(LOSS)	**($147,570)**	**$164,989**	**$79,130**	**$47,776**	**($35,213)**
POSITIONS	**40**	**41**	**41**	**41**	**41**

MISSION STATEMENT

The Ranch's mission is to provide a conducive program and setting to rehabilitate youth offenders committed via the juvenile court system and provide intensive drug rehabilitation for California Youth Authority parole violators.

MAJOR ACCOMPLISHMENTS IN FY93/94

None were submitted by the Department.

GOALS AND OBJECTIVES FOR FY94/95

None were submitted by the Department.

WORKLOAD INDICATORS

None were submitted by the Department.

DEPARTMENTAL BUDGET REQUEST

This budget was submitted late and our office had no time to review or list out the departments budget request. However, the department is requesting an increase in expenditures of $182,604 or 7.7% and in revenues of $222,992 or 9.5%.

CAO RECOMMENDATION

This budget was submitted late and our office had no time to review the department's budget request. We will have the review and recommendations completed by final Budget Hearings.

SIGNIFICANT BUDGET CHANGES

There a no changes in this budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

A full analysis of this budget is pending and will be provide by Final Budget hearings.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

Department Head concurs with our recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* Increased salaries and benefits due to reduced salary savings projections, not as the result of new positions;

* Decreased services and supplies due to projected reductions in building maintenance and utility expenditures;

* Transferred $358,098 to the Capital Projects Budget to begin construction of the Ranch's administration building ($358,098). The cost for the building has not yet been determined by the Architect but we anticipate that this amount will be sufficient and could be somewhat high;

* $53,975 for various building improvements at the Ranch to employee quarters and recreation rooms;

* $4,500 for two personal computers;

* $5,520 in communications equipment for (a) 5 hand held radios, chargers and carrying cases, (b) 5 remote microphones and batteries and (c) 2 cellular telephones;

* $9,553 in vehicle leases for one 4x4 pick-up and one 12-Passenger Transport Van;

* $27,450 for: (a) one replacement buffer and convection oven, (b) staff lockers, (c) two televisions for staff's housing and recreation hall, (d) one walk-in freezer, (e) one sewing machine, (f) one rototiller, (g) one generator and (h) one typewriter;

* Increased revenues due to: (a) one-time revenue from the State for County Ranches and (b) a slight increase in revenues from the State Corrections Youth Authority (CYA) resulting from a delay in getting reimbursed from CYA for their wards.

FLEET MANAGEMENT
BUDGET 3100

Fund: 34 Fleet Management
Function: General
Activity: Other General

BIRGITTA CORSELLA
Director of General Services

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 10
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$1,947,587	$2,022,489	$2,212,731	$2,212,731	$2,542,031
TOTAL OPERATING REVENUE	**1,947,587**	**2,022,489**	**2,212,731**	**2,212,731**	**2,542,031**
SALARIES AND EMPLOYEE BENEFITS	$572,385	$605,435	$588,465	$588,465	$588,465
GASOLINE	378,448	317,761	353,834	353,834	353,834
MAINTENANCE	368,056	401,059	421,869	421,869	431,309
MATERIALS AND SUPPLIES	9,241	6,581	6,967	6,967	6,967
INSURANCE	65,610	11,056	13,635	13,635	13,635
RENT,UTILITIES & OTHER	190,458	190,837	215,189	215,189	211,149
DEPRECIATION	415,450	147,092	0	147,092	147,092
TOTAL OPERATING EXPENSE	**$1,999,648**	**$1,679,821**	**$1,599,959**	**$1,747,051**	**$1,752,451**
*** NET OPERATING INCOME (LOSS) ***	**($52,061)**	**$342,668**	**$612,772**	**$465,680**	**$789,580**
INTEREST REVENUE	$72,469	$76,138	$53,000	$53,000	$53,000
OPERATING GRANTS	0	0	0	0	0
OPERATING TRANSFERS IN	134,226	0	0	0	0
GAIN(LOSS) ON SALE OF F/A	32,935	0	0	0	0
SALE OF FIXED ASSETS	0	52,020	81,768	81,768	81,768
TOTAL NON-OPERATING REVENUE	**$239,630**	**$128,158**	**$134,768**	**$134,768**	**$134,768**
INTEREST EXPENSE	$0	$0	$0	$0	$0
OPERATING TRANSFERS OUT	0	0	0	0	0
TOTAL NON-OPERATING EXPENSE	**0**	**0**	**0**	**0**	**0**
*** NET NON-OPERATING INCOME (LOSS) ***	**$239,630**	**$128,158**	**$134,768**	**$134,768**	**$134,768**
NET GAIN/(LOSS)	**$187,569**	**$470,826**	**$747,540**	**$600,448**	**$924,348**
POSITIONS	**11**	**10**	**10**	**10**	**10**

MISSION STATEMENT

Fleet Operations, a division within the General Services Department, provides comprehensive fleet management for all County departments and other public agencies. Services provided include monthly and daily vehicle rentals, vehicle data management, equipment maintenance, management of six automated fuel sites, and acquisition and disposal of fleet equipment.

Other responsibilities of Fleet Operations are establishing policies, regulations, and procedures relative to the assignment, use and oversight of transportation for employees while engaged in the official business of Solano County.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Lowered operating costs resulting in lower vehicle rates for the third straight year. The County's vehicle costs for FY 1994/95 will be $96,677 less than in FY 1993/94. Since FY 1991/92 there has been a steady reduction in Fleet Operation costs. Total costs for Fy 1994/95 will be $345,649 less than in FY 1991/92.

* Expanded the County's use of Alternative Fuel Vehicles by purchasing 17 new methanol powered sedans, whereby increasing the County's effort to help reduce air pollution in Solano County. The County's total is now at 24 AFVs.

* Established a vehicle rental and maintenance program with the Solano County Superintendent of Schools resulting in savings for both parties.

GOALS & OBJECTIVES FOR FY94/95

* Establish and promote vehicle programs to bring other outside agencies into our fleet system.

* Bring fleet vehicle inventory up to current replacement standards by replacing costly, high maintenance vehicles as needed.

* Maintain and enhance existing programs.

WORKLOAD INDICATORS

The Fleet Operations Divisions maintains records and fuels 724 equipment units. About 420,000 gallons of fuel are sold each year at our seven fueling sites, six of which are automated with card reader systems.

Fleet Operations has 330 vehicles to maintain under the light vehicle operation. These vehicles record 3.5 million miles per year. Operating costs range from $0.07 per mile for cars in compact class, such as Ford Tempo, to $0.52 per mile for heavy trucks. Our fleet average operating cost per mile is $0.13.

The 330 vehicles managed by Fleet Operation represent a mix of both County and non County customers, for which 251 are utilized by County Departments and 45 by outside Agencies. The balance represents a pool of vehicles which are utilized as loaner or rental cars available to all customers.

DEPARTMENTAL BUDGET REQUEST

As an Internal Service Fund, Fleet Operations recovers operating cost through a rate structure. There is no Net County Cost.

Contracts with outside Agencies have brought 78 additional vehicles into Fleet Operations maintenance programs since the beginning of FY 93/94. These include 25 school buses that are maintained at the heavy equipment shop and 53 police vehicles and other vehicles that maintained at the automotive facility.

Expenses for salaries and benefits are lower due to a decrease in worker's compensation insurance and no funding for early retirements. Operating efficiencies have led to lower expenses in services and supplies. A-87 administrative charges have increased by $18,762 as a results in changes made by the Auditor Controller in the calculation of administrative overhead.

Fleet Operations' vehicles inventory continues to improve both in type and age. Purchases made during the next fiscal year will be the final step in bringing the fleet up to modern standard (the Division's goal since FY 90/91). 85 vehicles will surpass their useful life by the end of FY 94/95. Most, if not all, will be replaced during FY 94/95. We requested in this budget, $558,829 for these replacement vehicles.

Revenues are up by 10% due to an increase in customer volume brought about by contracting with outside agencies and the sale of more vehicles at auction. Fleet Operation will be collecting a 20% handling charge on parts and fuel sales to offset administrative costs and the cost of maintaining computer and fueling networks.

The overall Requested Operating Budget indicates an increase of $208,102 when compared to FY93/94 Final Budget. However, due to the addition of new customers, there will be a $96,677 reduction in the County vehicle costs for FY94/95.

CAO RECOMMENDATION

We concur with the Department's Requested Budget, with the following information as points of clarification:

* Replace a used unreliable and obsolete engine analyzer. The existing analyzer was purchased as a used piece of equipment to save money. The equipment is necessary to ensure that repairs and maintenance are timely and complete. This Fixed asset item is budgeted at $4,000.

* Replace an obsolete 22 year old Bandsaw. This piece of equipment is used regularly by staff, however, it is unreliable and no longer meets current safety standards. Cost for this item is budgeted at $1,000.

* Fleet Operation also includes $183,711 for Appropriations for Contingency.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* Add $1,800 to Maintenance-Special Equipment for maintenance of 6 fuel pumps.

* Transfer $7,640 from Special Departmental Expense to Maintenance-Special Equipment per Auditor's request.

* Increase Rents & Leases-Buildings by $3,600 (Transportation is now charging the cost of 6 fuel tanks in building rent).

* Add $75,000 to Other Charges-Buildings and Improvements for M85 pump station at 447 Texas for Methanol Program and $15,000 for CNG Pump Station at 3255 North Texas for Methanol Program.

* Add $50,000 to Other Charges-Equipment-Vehicles for conversion of 25 existing gas vehicles to use CNG and $186,000 for purchase of new methanol vehicles.

* Increase Use of Money and Property-Other Charges for Services by $3,300 from Risk Management for Pull Notice Program.

* Add $326,000 to Use of Money and Property-Other Revenue from Yolo-Solano Air Pollution District for Methanol Program.

* The excess revenue of $183,711 represents reserves for equipment replacement.

RISK MANAGEMENT
BUDGET 1830

Fund: 60 Risk Management ISF
Function: General
Activity: Other General

MARCIA CHADBOURNE
Risk Manager

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 10
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$4,810,991	$6,118,306	$6,758,351	$6,758,351	$6,758,351
TOTAL OPERATING REVENUE	**$4,810,991**	**$6,118,306**	**$6,758,351**	**$6,758,351**	**$6,758,351**
SALARIES AND EMPLOYEE BENEFITS	$178,790	$235,339	$342,878	$342,878	$342,878
MAINTENANCE	0	2	0	0	0
MATERIALS AND SUPPLIES	3,969	9,778	8,000	8,000	8,000
INSURANCE	3,239,377	3,572,778	4,317,139	4,317,139	4,317,139
RENT,UTILITIES & OTHER	850,956	1,078,300	1,734,790	1,734,790	1,834,790
INTRA-FUND TRANSFER	(59,352)	(331,593)	(507,418)	(7,418)	(7,418)
DEPRECIATION	941	4,100	0	4,100	4,100
TOTAL OPERATING EXPENSE	**$4,214,681**	**$4,568,704**	**$5,895,389**	**$6,399,489**	**$6,499,489**
*** NET OPERATING INCOME (LOSS) ***	**$596,310**	**$1,549,602**	**$862,962**	**$358,862**	**$258,862**
INTEREST REVENUE	$700,305	$672,370	$801,372	$801,372	$801,372
OPERATING GRANTS	0	0	0	0	0
OPERATING TRANSFERS IN	0	0	0	0	0
TOTAL NON-OPERATING REVENUE	**$700,305**	**$672,370**	**$801,372**	**$801,372**	**$801,372**
OPERATING TRANSFERS OUT	$0	$0	$0	$0	$0
TOTAL NON-OPERATING EXPENSE	**$0**	**$0**	**$0**	**$0**	**$0**
*** NET NON-OPERATING INCOME (LOSS) ***	**$700,305**	**$672,370**	**$801,372**	**$801,372**	**$801,372**
NET GAIN/(LOSS)	$1,296,615	$2,221,972	$1,664,334	$1,160,234	$1,060,234
POSITIONS	**4**	**4**	**7**	**7**	**7**

MISSION STATEMENT

The mission of Risk Management-Employee Benefits, a division of the Department of Human Resources, is to administer and manage the County's self-insured liability, workers compensation, unemployment insurance programs, property insurance on all County-owned and leased property, medical malpractice coverage for health and mental health employees, and airport liability.

In addition, (1) manage medical, dental and vision benefits, coordinate retirement and other related services of the Public Employees Retirement system(PERS), life insurance, deferred compensation and the Employee Assistance Program (EAP) and (2) provide efficient and timely service to the County's workforce.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Provided Injury and Illness Prevention Programs to approximately 59% of the County Departments, as required by Cal-OSHA and state law.

* Prepared, together with the County Architect and Central Services Division of the General Services department to implement the new Ergonomics Hazard requirements, which will go into effect on January 1995.

* Assisted the Coroner and Sheriff deparments to respond to the two Cal-OSHA inspection audits

* Assisted the Library on adjusting the property loss from the fire which destroyed the Rio Vista Library.

* Updated the Employee Benefits and Information Packets, Retirement Planning Packetand COBRA notification information.

* Updated the Employee Handbook at the recommendation at the Grand Jury.

GOALS AND OBJECTIVES FOR FY94/95

* Coordinate in-house liability claim administration.

* Subrogate claims. Currently it is estimated that an average of $10,000 - $20,000 goes uncollected each year due to the lack of staff support in pursuing these claims.

* Develop claim loss data in-house to provide more accurate report requirements

* Develop an occupational Exposure Control Program with the Health and Social Services Department to meet the requirements of the Labor Code and the California Code of Regulations, as regulated by Cal-OSHA.

* Provide more comprehensive safety training to all County employees, as well as funding for other related raining to assist employees in performing their work functions. For example, funding has been made available to provide additional training for clerical and administrative staff in the areas of time management.

* Develop Centralized Claims Reporting.

* Be in full compliance with Injury and lilness Prevention Program (IIPP).

* Develop an Injuried Worker Pamplet.

* Continue to monitor the State and national economic situation to adequately fund the unemployment insurance.

* Continue to develop new employee orientation presentations.

WORKLOAD INDICATORS

Workload indicators were not yet fully organized and compiled at the time of this writing. However, we will continue to work with the department and possibly have several indicators ready by Final Budget Hearings.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget includes an increase in expenditures of $2,149,809 or 39% and revenues of $992,201 or 14.9%. This is due to several of the following major changes:

* Funding to reimburse the Department of Health & Social Services for 1 Occupational Health Nurse and 1 Administrative Services Clerk to develop an Occupational Exposure Control Program for all County employees in designated high risk positions. Currently, there are approximately 1,200 positions classified as high risk throughout various department including, HSS, Sheriff, Transportation, Juvenile Hall and Probation. This program will be operated and managed under the direction of the County Health Office in HSS and will be financed through this budget;

* Increases in projected workers' compensation claim costs of $300,000 due to reform statutory changes;

* Increases in unemployment insurance benefits costs of $50,000 mainly due to the current economic recessions;

* Increases in Countywide Administrative overhead costs;

* Substantial increase in education/training costs to provide comprehensive training to employees in a variety of areas including, (a) stress reduction programs: effective customer services, dealing with difficult people and time management; (b) continuation of defensive driving training; (c) HSS specific like bloodborne pathogen training and tuberculosis and general training: violence in the workplace, back safety and office ergonomics.

The Requested Budget also includes $37,000 in Fixed Assets for furniture and computer and software equipment for the two as of yet unfilled positions approved in FY93/94 to begin the in-house liability claims administration program. It is anticipated that these positions will be filled by July 1994.

Revenues are projected to increase in order to offset the increases in expenditures listed above. This budget is totally revenue offset through allocation of charges to departments based on a variety of factors including, claims experience, "risk" potential, and payroll, as a result, some departments will see their costs go up and others down.

CAO RECOMMENDATION

We recommend approval of the Requested Budget. However, would like to point out two things:

* The liability insurance fund includes reserve levels based on the actuarial report completed by Pacific Actuarial Consultants in October 1993 (copies on file with the Risk Manager and County Administrator). The reserve level is being held at a conservative 90% confidence level. Due to current pending litigation which may not be covered by the County's excess insurance coverage and the County's mandated financial responsibility for underground storage tanks for which the County is uninsured. It is recommended that the County continue to maintain this conservative funding level. However, because the County currently maintains this level, no additions liability reserves are being budgeted in FY94/95.

* The workers compensation fund includes reserve levels based on the actuarial report completed by Pacific Actuarial Consultants (copies on file with the Risk Manager and County Administrator). The Department is projecting that at the end of FY93/94, the confidence level will be approximately at 70% with reserves at $7,004,200.

SIGNIFICANT BUDGET CHANGES

The only significant budget change is the creation of an Occupational Exposure Control Program. At the time of this writing, the Risk Management and the Department of Health and Social Services are working together to refine the program prior to implementation. As mentioned above, this program will be targeted towards all the County's high risk programs and positions. Several incidents this past year and the changing "risk" exposure of several work functions, warrant the creation of this program. By fully developing training, education opportunities, proactively assessing risk factors and directing resources to the County's "high" risk positions, liability and workers' compensation costs will decrease and employee morale will increase.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending issues in this Budget.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

PROPERTY MANAGEMENT
BUDGET 1640

Fund: 202 Property Management
Function: General
Activity: Property Management

BIRGITTA CORSELLO
Director of General Services

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 10
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$285,157	$210,034	$217,310	$217,310	$217,310
TOTAL OPERATING REVENUE	**$285,157**	**$210,034**	**$217,310**	**$217,310**	**$217,310**
SALARIES AND EMPLOYEE BENEFITS	$35,407	$19,943	$95,866	$95,866	$95,866
MAINTENANCE	81,719	69,849	56,890	56,890	56,890
MATERIALS AND SUPPLIES	1,150	1,128	915	915	915
INSURANCE	8,598	75	3,250	3,250	3,250
RENT,UTILITIES & OTHER	33,383	65,147	132,847	132,847	132,847
TOTAL OPERATING EXPENSE	**$160,257**	**$156,142**	**$289,768**	**$289,768**	**$289,768**
*** NET OPERATING INCOME (LOSS) ***	**$124,900**	**$53,892**	**($72,458)**	**($72,458)**	**($72,458)**
INTEREST REVENUE	$7,622	$8,490	$6,730	$6,730	$6,730
OPERATING GRANTS	0	0	0	0	0
OPERATING TRANSFERS IN	0	0	0	0	0
SALE OF FIXED ASSETS	0	0	0	0	0
TOTAL NON-OPERATING REVENUE	**$7,622**	**$8,490**	**$6,730**	**$6,730**	**$6,730**
INTEREST EXPENSE	$0	$0	$0	$0	$0
OPERATING TRANSFERS OUT	109,473	0	0	0	0
TOTAL NON-OPERATING EXPENSE	**$109,473**	**$0**	**$0**	**$0**	**$0**
*** NET NON-OPERATING INCOME (LOSS) ***	**($101,851)**	**$8,490**	**$6,730**	**$6,730**	**$6,730**
NET GAIN/(LOSS)	**$23,049**	**$62,382**	**($65,728)**	**($65,728)**	**($65,728)**
POSITIONS	**1**	**2**	**2**	**2**	**2**

MISSION STATEMENT

As a division of the General Services Department, the Property Management Division represents the County's interests in the acquisition, management, sale or lease of facilities by utilizing the professional training and experience of staff and consultants. In accomplishing this mission, the Division:

* Negotiates leases which are financially and legally favorable to the County's interests.

* Manages County-owned property to ensure appropriate maintenance and revenue enhancement.

* Complies with governing codes and regulations for operations, alterations and facility use.

* Maximizes the development potential of County-owned real estate.

* Assists County Departments in the development of lease facility requirements for space, equipment and furniture.

MAJOR ACCOMPLISHMENTS IN FY93/94

During FY93/94, the General Services Department developed specifications and received approval for a Real Property Manager in the Property Management Division. The expertise inherent in this position will greatly enhance the ability of the Division to generate additional revenues and to maximize the development of County-owned real estate. Other major accomplishments include:

* Developed and implemented a real estate broker commission procedure, allowing the Division to collect real estate commissions previously paid to outside brokers. In the case of one lease, District Attorney Family Support, this procedure will generate $40,000 in additional revenue for the Division. Revenue that, in the past, would have been paid to the lessor's broker.

* Negotiated leases for over 84,000 square feet of space for County entities, including:

    . Department of Transportation;
    . District Attorney Family Support;
    . Health and Social Services;
    . Excel Solano;

GOALS AND OBJECTIVES FY94/95

* Hire permanent employees to fill both positions in the Division---the Real Property Manager and the Clerical Support Specialist.

* Implement suggestions made by an independent auditor retained by the Division.

* Enhance revenues generated by real capital assets.

* Improve the Division's timely responsiveness to county departments' requests for leased space.

WORKLOAD INDICATORS

The Division manages and administers leases for 46,500 square feet in 21 County-owned buildings and 132 acres of County-owned land, with approximately $200,000 annual lease revenues. In addition, the Division is responsible for over 190,000 square feet of space leased from non-County lessors for a total annualized lease value of $1.6 million.

DEPARTMENTAL BUDGET REQUEST

The Division's Requested Budget is considered a Status Quo Budget. Total expenses are $289,768 which represents an increase in operational costs. Total revenues are $289,768. There is no Net County Cost. This budget is an Internal Service Fund which recovers operating costs through building rental income.

The operating expense increase of $27,934 or 11% is comprised of an increase in Administrative Overhead (A87) of $63,740, offset by operating cost decreases of $45,940. The revenue increase of $27,934 or 11%, reflects the use of $65,728 in Fund Balance Available and reduced building rental income.

CAO RECOMMENDATION

We concur with the Department's Requested Budget as submitted.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed. The department has a fund balance of $114,814 and is using $65,728 to balance its budget.

MIS FUND
BUDGET 1870

Fund: 370 MIS Fund
Function: General
Activity: Other General

MICHAEL D. JOHNSON
County Administrator

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 10
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$4,881,096	$5,299,939	$5,355,821	$5,355,821	$5,832,005
TOTAL OPERATING REVENUE	**$4,881,096**	**$5,299,939**	**$5,355,821**	**$5,355,821**	**$5,832,005**
SALARIES AND EMPLOYEE BENEFITS	$29,210	$0	$0	$0	$0
MAINTENANCE	21,741	23,299	16,000	16,000	16,000
MATERIALS AND SUPPLIES	15,962	30,006	25,500	25,500	47,135
INSURANCE	821	0	0	0	0
RENT,UTILITIES & OTHER	4,318,407	4,777,507	4,823,158	4,823,158	5,493,445
INTRA-FUND TRANSFER	0	0	0	0	0
DEPRECIATION	567,249	711,694	711,694	711,694	711,694
TOTAL OPERATING EXPENSE	**$4,953,390**	**$5,542,506**	**$5,576,352**	**$5,576,352**	**$6,268,274**
*** NET OPERATING INCOME (LOSS) ***	**($72,294)**	**($242,567)**	**($220,531)**	**($220,531)**	**($436,269)**
INTEREST REVENUE	$32,343	$67,775	$30,000	$30,000	$30,000
OPERATING TRANSFERS IN	87,741	7,267	0	0	0
OTHER REVENUES	0	0	0	0	0
SALE OF FIXED ASSETS	2,500	0	0	0	0
TOTAL NON-OPERATING REVENUE	**$122,584**	**$75,042**	**$30,000**	**$30,000**	**$30,000**
INTEREST EXPENSE	$110	$0	$0	$0	$0
OPERATING TRANSFERS OUT	0	0	0	0	0
TOTAL NON-OPERATING EXPENSE	**$110**	**$0**	**$0**	**$0**	**$0**
*** NET NON-OPERATING INCOME (LOSS) ***	**$122,474**	**$75,042**	**$30,000**	**$30,000**	**$30,000**
NET GAIN/(LOSS)	**$50,180**	**($167,525)**	**$521,163**	**($190,531)**	**($406,269)**
POSITIONS	**1**	**0**	**0**	**0**	**0**

MISSION STATEMENT

Through a cooperative-proactive process with County agencies and departments it is the mission of the County Administrator's Office and Business Records Corporation to develop, analyze, and implement cost effective systems to improve management capabilities, employee work environment and ultimately programs and services to the public.

MAJOR ACCOMPLISHMENTS IN FY93/94

* Restructured the County's Strategic Long Range Plan (SLRP) Steering Committee to a Management Information Systems Steering Committee and expanded it to include major system users.

* Working with BRC and major user department heads, implemented a user driven process to recommend all major MIS programs to the County Administrator and ultimately the Board.

* Expanded the IBM and HP mainframe computers to accomodate the systems growth in County Departments, particularly Health and Social Services and District Attorney Family Support Division.

* At Board direction successfully negotiated a contract with the firm Hesse * Stobbe & Associates to evaluate and provide technical MIS recommendations to the County Administrator.

* After an intensive 8 month process, updated the County's SLRP plan.

GOALS AND OBJECTIVES FOR FY94/95

* Implement a "Program Re-engineering" process and approach to evaluate the County's MIS needs.

* Continue to provide support and services to County department to satisfy their MIS needs.

* Work with the Sheriff's Department to begin implementing an efficient/uniform MIS system to gather and evaluate information to provide the management reports necessary to manage scarce resources.

* Work with the various MIS Islands in the County, the MIS Steering Committee, BRC and Hesse * Stobbe to provide recommendations for the design the most effecient/effective MIS Structure for the County.

* With available resources continue implementation of SLRP.

WORKLOAD INDICATORS

We are in the process of fully developing workload indicators and measurements to review the effectiveness of this function, which were not yet available at the time of this writing. We anticipate having them ready prior to Final Budget Hearings.

DEPARTMENTAL BUDGET REQUEST

This budget provides for administration and operation of the County's Central Data Processing Systems. These services are currently provided through a contract with Business Records Incorporated (BRC) formerly Computer Management Systems Incorporated (CMSI) and is under the management of the County Administrator.

The requested budget includes a $420,493 (7.2%) decrease in expenditures and a slight reduction in revenues. This decrease is due to an increased refinement of the Central Data Processing (CDP) rate structure and several projects being completed in FY93/94.

The requested budget of $5.3 million is comprised of the following components:

* $3.8 million for the base contract with BRC. This includes operating and support costs of the IBM and HP mainframes, software, personal computer (PC), other hardware and printing support, training and customer services and systems and project development;

* $127,727 for the yearly Economic Consumer Index (ECI) adjustment included in the BRC contract;

* $192,500 for services and supplies including utilities, building maintenance, materials/parts inventory, office expense and contracted services with CMC;

* $250,000 for depreciation of the major pieces of computer equipment;

* $149,161 in service level increases for several systems including the Human Resources Information System, County Administrator Network Budget System and the Animal Control Pet Tracking System;

* $166,000 in service level increases to add: (a) a full time Training Coordinator, (b) an additional programmer to support the increased workload on the HP system and (c) a micro- computer/network technician;

* $197,301 for Administrative Overhead (A-87) and a IBM Leased Payment;

* $152,625 in fixed assets including (a) $25,000 to upgrade the training room, (b) $10,500 to create a central data processing network service center, (c) $25,700 to purchase PC's for spare parts, (d) $2,500 to upgrade the County's document scanner; (e) $57,100 to upgrade MIS technical staff's PC's and install a local area network, (f) $10,000 for two "loaner" portable laptop computers for County-wide department use, (g) $17,750 to enhance the County's wide area network connectivity and (h) $4,075 to upgrade wiring cabinets in the Hall of Justice Building.

* $250,000 set aside for projects approved by the Board of Supervisors as recommended by the Management Information Systems Steering Committee through the update of the County's SLRP.

CAO RECOMMENDATION

We recommend approval of the Proposed Budget.

SIGNIFICANT BUDGET CHANGES

There are no signficant budget changes reflected in this year's budget other than the refinement of the rate structure for charging operating departments for services. For FY 94/95 we are closer to fully accounting for MIS costs out of this Budget and implementing a complete "user-driven" level of service and accountability.

PENDING ISSUES AND POLICY CONSIDERATIONS

The following issues are pending:

* Finish developing workload and performance standards to measure the effectiveness of this program. We anticipate providing recommendations concerning some of these measurements before your Board prior to Final Budget Hearings.

* Finish working with BRC to fully identify the level of services being provided to support all the County's MIS functions and systems.

* Work with various County Departments, BRC and Hesse*Stobbe to evaluate the various MIS "islands" throughout the County and recommend to your Board the most effective and efficient structure/organization for the County.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* Increased expenditures and revenues to reflect pass throughs for the support of the District Attorney Family Support CASES and SACSS systems and Mental Health's PSP system;

* Rebudgeted projects (including the Human Resources Systems Project and Courts Blackstone system) that will be financed by fund balance;

* Increased expenditures for the materials/parts inventory and for replacement computer equipment.

* Increased reserves for the replacement of computer equipment.

HAZARDOUS MATERIALS I.T.

BUDGET 2824

Fund: 371 Hazardous Materials I.T.
Function: Public Protection
Activity: Fire Protection

BIRGITTA CORSELLO
Director of General Services

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 10
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
MAINTENANCE	$0	$0	$0	$0	$0
MATERIALS AND SUPPLIES	524	0	0	0	0
RENT,UTILITIES & OTHER	42,738	108	0	0	0
TOTAL OPERATING EXPENSE	**$43,262**	**$108**	**$0**	**$0**	**$0**
*** NET OPERATING INCOME (LOSS) ***	**($43,262)**	**($108)**	**$0**	**$0**	**$0**
INTEREST REVENUE	$2,902	$47	$0	$0	$0
OTHER REVENUES	18,550	0	0	0	0
TOTAL NON-OPERATING REVENUE	**$21,452**	**$47**	**$0**	**$0**	**$0**
RENT,UTILITIES & OTHER	$11,500	$0	$0	$0	$0
OPERATING TRANSFERS OUT	0	0	0	0	0
TOTAL NON-OPERATING EXPENSE	**$11,500**	**$0**	**$0**	**$0**	**$0**
*** NET NON-OPERATING INCOME (LOSS) ***	**$9,952**	**$47**	**$0**	**$0**	**$0**
NET GAIN/(LOSS)	**($33,310)**	**($61)**	**$0**	**$0**	**$0**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget was set up to receive Fire Protection Funds.

CAO RECOMMENDATION

Currently, this budget reflects actual fiscal activity of FY92/93 and FY93/94. This fund has been discontinued.

SOLANO COUNTY INTEGRATED PROPERTY SYSTEM (SCIPS)

BUDGET 1140

Fund: 372 SCIPS - ISF
Function: General
Activity: Other General

ROBERT BLECHSCHMIDT
Assessor/Recorder

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 10
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$630,358	$651,510	$689,614	$689,614	$708,426
TOTAL OPERATING REVENUE	**$630,358**	**$651,510**	**$689,614**	**$689,614**	**$708,426**
SALARIES AND EMPLOYEE BENEFITS	$356,744	$394,186	$480,069	$480,069	$480,069
MAINTENANCE	26,252	28,918	36,410	36,410	36,410
MATERIALS AND SUPPLIES	9,461	8,256	21,399	21,399	21,399
INSURANCE	764	1,833	679	679	679
RENT,UTILITIES & OTHER	116,000	89,391	73,753	73,753	73,753
INTRA-FUND TRANSFER	0	0	0	0	0
DEPRECIATION	87,318	137,853	137,853	137,853	137,853
TOTAL OPERATING EXPENSE	**$596,539**	**$660,437**	**$750,163**	**$750,163**	**$750,163**
*** NET OPERATING INCOME (LOSS) ***	**$33,819**	**($8,927)**	**($60,549)**	**($60,549)**	**($41,737)**
INTEREST REVENUE	$24,387	$27,365	$25,000	$25,000	$25,000
OPERATING TRANSFERS IN	0	0	18,812	18,812	0
SALE OF FIXED ASSETS	0	0	0	0	0
TOTAL NON-OPERATING REVENUE	**$24,387**	**$27,365**	**$43,812**	**$43,812**	**$25,000**
INTEREST EXPENSE	$0	$0	$0	$0	$0
OPERATING TRANSFERS OUT	0	0	0	0	0
TOTAL NON-OPERATING EXPENSE	**$0**	**$0**	**$0**	**$0**	**$0**
*** NET NON-OPERATING INCOME (LOSS) ***	**$24,387**	**$27,365**	**$43,812**	**$43,812**	**$25,000**
NET GAIN/(LOSS)	**$58,206**	**$18,438**	**$121,116**	**($16,737)**	**($16,737)**
POSITIONS	**8**	**7**	**9**	**9**	**9**

MISSION STATEMENT

The Solano County Integrated Property System (SCIPS) is responsible for providing data processing and related services to those county departments involved in the property tax and recording function, specifically, the Assessor/Recorder, Tax Collector/Clerk, and Auditor/Controller. In addition, SCIPS is responsible for providing property related information and computer services to other local government agencies, private sector organizations, and individuals.

MAJOR ACCOMPLISHMENTS IN FY93/94

Unsecured Assessment Enhancement Project

Major enhancements were made to the Unsecured Assessment System. This system was converted to a new fourth generation programming language (4GL) with significant modifications to increase efficiency. The prevalent aspects of this project were:

* Tables were established to link industries and depreciation schedules, which eliminates a significant amount of manual processing for property statements.

* Batch processing was replaced with on-line updates to reduce the time required to process statements.

* Significant reduction in printing costs due to increased on-line data storage of business property account information.

* Exemption System modified to increase flexibility and efficiency while achieving compliance with State Board of Equalization reporting requirements.

* The amount of data retained on each account was increased to allow automation of the auditing process.

* The assessment roll correction procedures were modified to eliminate redundant data entry and manual processing.

* This project was a major step in the replacement of obsolete programming languages with 4GL software in compliance with the SLRP.

The implementation of this project concludes the first phase of a three year plan to modernize and enhance the property tax assessment and collection systems in Solano County.

Property Tax Trust Fund Audit

SCIPS responded to system changes required by the Property Tax Trust Fund Audit. A significant amount of maintenance program requires to bring the Auditor/Controller and Tax Collector into compliance with recommendations made in the audit.

GOALS AND OBJECTIVES FOR FY94/95

* Design, implement and operate information systems that provide property related data and information in a timely, efficient, and effective manner.

* Maximize revenue from private sector sources to reduce Net County Costs.

* The second phase of the modernization and enhancement of the property tax assessment and collection systems will be implemented in this fiscal year. The primary emphasis of this project is the Secured Assessment Roll. The objective is to replace obsolete programming languages and increase efficiency and effectiveness of property tax processing.

* The SCIPS network will be expanded to provide office automation to a larger number of staff. The primary focus of this project is in the Assessor/Recorders Office. The objective is to shift processing away from terminal based hardware to personal computers, which offer access to office automation in addition to assessment systems.

* In the 1994/95 SCIPS will begin the automation of property tax apportionment by integrating this process into the SCIPS property tax system. Apportionment is currently processed on *stand alone* personal computers. The objective is to increase the efficiency and accuracy of tax apportionment. The primary focus of this project will be the Unsecured Tax Roll.

WORKLOAD INDICATORS

The following projects indicate software development planned for fiscal year 1994/95

* Completion of phase II of the Unsecured Assessment and Tax Enhancement project, including automated assessment roll corrections and automated auditing, or (Assessor, Auditor, Tax Collector).

* Secured Assessment System enhancement and conversion to fourth generation programming language (Assessor).

* Automation of Tax Apportionment (Auditor).

* Expand SCIPS network to provide office automation (Assessor/Recorder).

* Automation of business licenses (Tax Collector/ County Clerk).

* Enhance information access for title company customers (Private Sector).

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget shows a $77,388 or 12% increase in expenditures and a $54,961 or 8% increase in revenues over FY93/94 Final Budget. Much of this increase can be attributed towards the two additional programmers requested. One of the programmers will undertake the Property Tax Apportionment Project and the second will work on both the Recorder's system and provide support to the Title Company clients that SCIPS currently has. The Department will be appropriating $16,371 into reserves for equipment replacement.

CAO RECOMMENDATION

The County Administrator's Office approves the addition of the two positions with the following conditions:

* The Property Tax Apportionment Programmer position be deleted upon completion of this project, and

* The second Programmer position is currently 60% funded from outside revenues. This position, at a minimum, should continue to be funded at 60% from outside revenues. If revenues for this

position come in less than 60% for any given year, then the Department Head will reduce the FTE proportionately.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head is in agreement with the CAO recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed, except for minor changes in the fixed assets line item for $500, computer equipment for $2,800, and a decrease in reserves from $16,371 to $13,071. There are no significant changes in this Budget.

REPROGRAPHICS
BUDGET 1901

Fund: 404 Reprographics
Function: General
Activity: Other General

BIRGITTA CORSELLO
Director of General Services

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 10
OPERATION OF INTERNAL SERVICE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$265,415	$280,013	$287,235	$287,235	$287,235
TOTAL OPERATING REVENUE	**$265,415.00**	**$280,013.00**	**$287,235.00**	**$287,235.00**	**$287,235.00**
SALARIES AND EMPLOYEE BENEFITS	$106,138	$109,533	$133,505	$133,505	$133,505
MAINTENANCE	7,852	30,515	36,244	36,244	36,244
MATERIALS AND SUPPLIES	63,128	64,355	60,130	60,130	60,130
INSURANCE	146	561	712	712	712
RENT,UTILITIES & OTHER	75,813	37,014	55,344	55,344	55,344
INTRA-FUND TRANSFER	0	0	0	0	0
DEPRECIATION	5,572	9,401	9,401	9,401	9,401
TOTAL OPERATING EXPENSE	**$258,649**	**$251,379**	**$295,336**	**$295,336**	**$295,336**
*** NET OPERATING INCOME (LOSS) ***	**$6,766**	**$28,634**	**($8,101)**	**($8,101)**	**($8,101)**
INTEREST REVENUE	$12,931	$13,941	$11,000	$11,000	$11,000
OPERATING GRANTS	0	0	0	0	0
SALE OF FIXED ASSETS	0	0	0	0	0
TOTAL NON-OPERATING REVENUE	**$12,931**	**$13,941**	**$11,000**	**$11,000**	**$11,000**
INTEREST EXPENSE	$0	$0	$0	$0	$0
OPERATING TRANSFERS OUT	0	0	0	0	0
TOTAL NON-OPERATING EXPENSE	**$0**	**$0**	**$0**	**$0**	**$0**
*** NET NON-OPERATING INCOME (LOSS) ***	**$12,931**	**$13,941**	**$11,000**	**$11,000**	**$11,000**
NET GAIN/(LOSS)	**$19,697**	**$42,575**	**$12,300**	**$2,899**	**$2,899**
POSITIONS	**3**	**3**	**4**	**4**	**4**

MISSION STATEMENT

Reprographics is a section of the Central Services Division in the Department of General Services and provides for offset duplication, graphic design, quick copy service, bindery services, collating and stapling, billing and technical printing consulting. The costs of operations are recovered through charges to user departments.

MAJOR ACCOMPLISHMENTS IN FY93/94

* The Reprographics Supervisor received a Commitment to Excellence Award from Solano County, for contributing his time, knowledge and expertise of the printing industry with County users.

* Reprographics implemented the use of a new and complex offset printing press during FY 1993/94 which has enabled the staff to expand the types of services performed in house and keeps costs down for offset printing.

* For the third consecutive year a xerox copy rate survey has indicated that reprographics provides competitive printing prices at a cost significantly below market prices.

* Implemented the first phase of providing a one-stop full printing service.

* The Reprographics financial records were audited by the Auditor/Controller Audit Division and found to be clean and accurate.

GOALS & OBJECTIVES FOR FY94/95

* To increase staffing for FY 94/95, in order to be able to handle increased requests for services. Printing request have grown to such a point that current staffing cannot accommodate departments requirements. At times, urgent and some low volume jobs are referred to outside printers for completion.

* Develop a reference booklet with printing samples to provide Departments information and examples.

* Investigate and identify the potential benefit of establishing a quick copy center.

* Pursue the establishment of a full color copier capability to accommodate departmental requests for additional services.

* Complete the final phase of providing a one stop, full service reprographics facility, where printing jobs can be estimated and designed, and coordinated for a department by reprographics staff and the work will either be performed in house or contracted outside.

WORKLOAD INDICATORS

Since Fiscal year 1983/84 the total number of impressions (includes xerox and offset print) has increased. Continued investments in staff training and enhancements to the equipment used has helped make this possible.

	Employees	# of Impressions	Impression Per Employee Based on 2.5 Operators)
Actual 1983/84	3	5,883,952	2,353,580
Actual 1992/93	3	8,630,877	3,452,350
Projected 1993/94	3	9,960,000	3.984,000
Projected 1994/95	3	10,950,000	4,380,000

DEPARTMENTAL BUDGET REQUEST

The Requested Budget for Reprographics reflects total expenses of $298,235 which represents a 10 % increase, when compared to the FY 1993/94 Final Budget. Total revenues are $298,235 or 16% higher resulting in an increased workload. There is no proposed rate increase in this Requested Budget.

Budgeted expenses include a request for one additional equipment operator position. This position is revenue offset. Other increases in budgeted expenses are due to increases in purchases of supplies for resale (due to increased volume of work) and increase in A87 Administrative overhead charges. Fixed Assets includes a request to purchase a color copier in the amount of $12,300.

Total revenues have increased. However, Other Revenues have decreased due to a loss of one time revenues from PERS rebate in FY 1993/94 which will be offset by anticipated workload increases in charge for duplicating services.

CAO RECOMMENDATION

We concur with the Department's Requested Budget as submitted.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

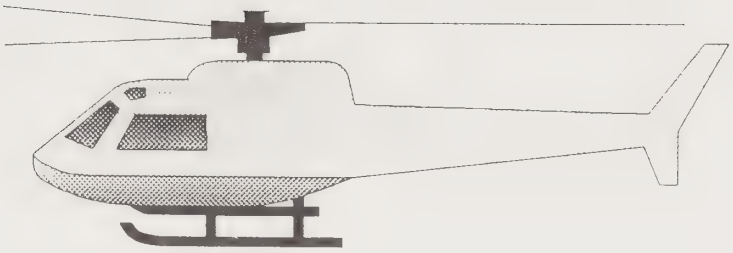
None

DEPARTMENT HEAD CONCURRENCE OR APPEAL

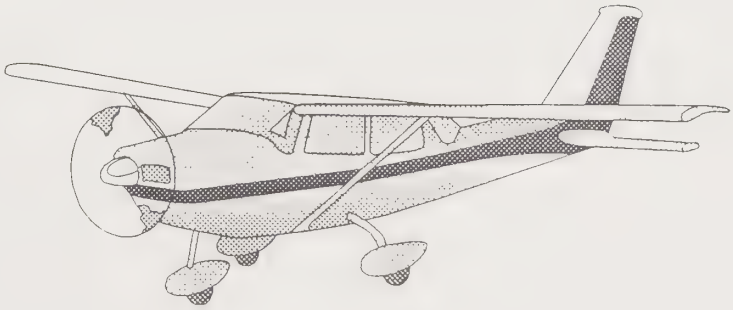
The Department Head concurs with the CAO's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed.



ENTERPRISE FUNDS



AIRPORT
BUDGET 9000

Fund: 47 Airport Enterprise
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 11
OPERATION OF ENTERPRISE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$155,847	$160,802	$182,500	$182,500	$173,923
TOTAL OPERATING REVENUE	**$155,847**	**$160,802**	**$182,500**	**$182,500**	$173,923
SALARIES AND EMPLOYEE BENEFITS	$129,325	$130,924	$144,760	$144,760	$144,760
GASOLINE	0	0	0	0	0
MAINTENANCE	26,700	60,922	11,200	11,200	136,700
MATERIALS AND SUPPLIES	6,292	9,123	10,400	10,400	10,400
INSURANCE	11,179	10,360	11,407	11,407	13,133
RENT,UTILITIES & OTHER	64,120	59,928	82,674	82,674	89,174
DEPRECIATION	4,310	101,630	101,630	101,630	101,630
TOTAL OPERATING EXPENSE	**$241,926**	**$372,887**	**$362,071**	**$362,071**	**$495,797**
*** NET OPERATING INCOME (LOSS) ***	**($86,079)**	**($212,085)**	**($179,571)**	**($179,571)**	**($321,874)**
INTEREST REVENUE	$34,771	$36,361	$8,000	$8,000	$20,000
OPERATING GRANTS	366,084	11,940	8,000	8,000	137,522
OPERATING TRANSFERS IN	0	(99)	0	0	0
OTHER REVENUES	165,308	118,051	122,300	122,300	118,374
TOTAL NON-OPERATING REVENUE	**$566,163**	**$166,253**	**$138,300**	**$138,300**	**$275,896**
RENT,UTILITIES & OTHER	$0	$0	$0	$0	$0
OPERATING TRANSFERS OUT	13,000	0	0	0	0
TOTAL NON-OPERATING EXPENSE	**$13,000**	**$0**	**$0**	**$0**	**$0**
*** NET NON-OPERATING INCOME (LOSS) ***	**$553,163**	**$166,253**	**$138,300**	**$138,300**	**$275,896**
NET GAIN/(LOSS)	**$467,084**	**($45,832)**	**$60,359**	**($41,271)**	**($45,978)**
POSITIONS	**3**	**3**	**3**	**3**	**3**

MISSION STATEMENT

The mission of the Nut Tree Airport, which is a division of the Transportation Department, is to supervise Airport operations, operate the Airport for the use and benefit of the public, ensure compliance with Federal, State and Local Aeronautical Regulations, continue to develop the airport and maximize revenues, review and respond to legislative matters affecting aviation.

The Airport operates as an enterprise fund and was incorporated into the Transportation Department in 1988.

MAJOR ACCOMPLISHMENTS IN FY93/94

During the past fiscal year, the airport has completed the following programs.

* Obtained a State Loan of $450,000 and FAA Grant of $64,000 to construct twenty (20) new hangars. This brings the total number of County owned hangars upon completion for lease at the airport to 67.

* Designed a new Airport Administration Building. This facility will provide additional services to our tenants, provide additional space for meetings and conferences and allow the airport to lease space for additional airport businesses. Construction should begin during this fiscal year with completion expected in early FY 94/95.

* Obtained a California Aid to Airports Program Grant to complete security fencing on the remainder of airport property in the amount of $61,500.

* Conducted the 5th Annual Vacaville Air Fair with attendance reaching 15,000.

* Completed the first Economic Impact Analysis of the Nut Tree Airport to determine the benefit of the Airport to the Community. Estimated economic impact was $7.1 Million annually.

* Signed an Agreement with Redwood Empire Air Care Helicopter (REACH) to provide air ambulance service from the Nut Tree Airport.

* The airport has solicited assistance from Congressmen Fazio and Hamburg to consider the use of a non-Federal contract Air Traffic Control Tower for use at our airport.

* The airport, utilizing the firm of Hodges & Shutt, is conducting an Environmental Assessment of the property which will be used for the proposed runway extension. This assessment, funded with an FAA Grant, should be completed prior to the close of FY 93/94.

* The airport is currently attempting to determine funding sources for the replacement and upgrading of our existing fuel storage facility.

GOALS AND OBJECTIVES FOR FY94/95

The Airport hopes to accomplish the following during FY 94/95:

* Receive notification of allocation of funds from the Federal Aviation Administration to complete the 900' Runway Extension, complete the purchase of 30 additional acres of land for airport property, to reconstruct County Airport Road, and slurry seal taxiways within the County owned Hangars. Construction on these projects will probably not begin prior to FY 95-96.

* Finalize the commissioning of the Automated Surface Observation System (ASOS) the Federal Aviation Administration.

* Complete agreements with local businesses to lease office space from the airport in the new Administration Building.

* Assist Redwood Empire Air Care Helicopter (REACH) to begin 24 hour service from the airport. REACH is a medical transport helicopter service providing emergency medical service, and patient transfers, throughout Solano County as well as other surrounding counties.

* Submittal of the necessary documentation to the Division of Aeronautic and Federal Aviation Administration for an additional loan and grant for the construction of twenty (20) additional aircraft storage hangars. Construction should be anticipated during FY 96/97.

* Conduct review and discussions with the Solano County Aviation Advisory Committee regarding updating and planning for future projects to be submitted for inclusions in State and Federal Capital Improvement Plans.

WORKLOAD INDICATORS

The airport office currently manages 67 County Owned hangars and 104 aircraft tie downs. Additionally, we manage contracts with Portable Hangars Company (35 Hangars), Solano Community College Aeronautics Laboratory, REACH Helicopter, Pacific Flight Services, two banner towing operations and a aircraft detailing service. Additionally, the airport currently experiences approximately 120,000 operations (take-offs and landings) per year.

DEPARTMENTAL REQUESTED BUDGET

The Department's Requested Budget reflects a decrease in expenses of ($633,627) or (67%) and revenues of ($236,925) or (42%) over FY93/94. Much of the decrease can be attributed to the budgeting in FY93/94 for the new Airport administration building, $420,000, and other minor projects. Without these prior year costs, the Department shows a minor increase in both expnses and revenues for FY94/95.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATION

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head is in agreement with the County Administrator's recommendation.

FINAL BOARD ACTION

The Board approved the Budget as proposed with the following changes:

* Rebudget of the new Airport Administrative Building @ $400,000. The Board approved this building in FY1993/94 but the contract was not ready to be advertised for bid and therefore the funds were not encumbered and need to be rebudgeted.

* FAA providing a grant for taxiway for the new hangars @ $125,500.

* The State providing a grant for the publication of a pilot pamphlet, computer, fencing, required FAA match for the taxiway, and storm water permits.

* $400,000 from the department's building reserves and prior year fund balance available monies will be utilized to construct the new Administrative Building. While this amount has not been budgeted in the department's operating budget, upon approval by the Board, these funds will be moved from the Building reserves into the operating budget during FY 94-95.

HOME HEALTH SERVICES
BUDGET 7980

Fund: 50 Home Health Services
Function: Health & Sanitation
Activity: Health

DON ROWE, Director
Health & Social Services

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 11
OPERATION OF ENTERPRISE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$902,937	$1,164,584	$1,178,238	$1,178,238	$1,178,238
TOTAL OPERATING REVENUE	**$902,937**	**$1,164,584**	**$1,178,238**	**$1,178,238**	**$1,178,238**
SALARIES AND EMPLOYEE BENEFITS	$745,414	$702,294	$771,600	$771,600	$771,600
MAINTENANCE	199	0	300	300	300
MATERIALS AND SUPPLIES	28,638	34,761	44,950	44,950	44,950
INSURANCE	18,450	14,329	18,893	18,893	18,893
RENT,UTILITIES & OTHER	264,439	365,257	311,251	311,251	311,251
INTRA-FUND TRANSFER	829	(5,705)	0	0	0
DEPRECIATION	7,625	6,693	6,693	6,693	6,693
TOTAL OPERATING EXPENSE	**$1,065,594**	**$1,117,629**	**$1,153,687**	**$1,153,687**	**$1,153,687**
*** NET OPERATING INCOME (LOSS) ***	**($162,657)**	**$46,955**	**$24,551**	**$24,551**	**$24,551**
INTEREST REVENUE	$0	$0	$0	$0	$0
OPERATING GRANTS	0	0	0	0	0
OPERATING TRANSFERS IN	132,965	64,616	0	0	0
OTHER REVENUES	260	20	0	0	0
TOTAL NON-OPERATING REVENUE	**$133,225**	**$64,636**	**$0**	**$0**	**$0**
INTEREST EXPENSE	$43,587	$41,143	$23,524	$23,524	$23,524
OPERATING TRANSFERS OUT	2,493	0	0	0	0
TOTAL NON-OPERATING EXPENSE	**$46,080**	**$41,143**	**$23,524**	**$23,524**	**$23,524**
*** NET NON-OPERATING INCOME (LOSS) ***	**$87,145**	**$23,493**	**($23,524)**	**($23,524)**	**($23,524)**
NET GAIN/(LOSS)	**($75,512)**	**$70,448**	**$7,720**	**$1,027**	**$1,027**
POSITIONS	**18**	**18**	**18**	**18**	**17**

MISSION STATEMENT

The mission of Solano County Home Health Services is to provide skilled health care, under a physician's plan of treatment, to homebound residents of Solano County and American Canyon so that individuals may achieve their maximum potential to function within the family unit. These services are provided according to the State and Federal regulations governing home health care.

MAJOR ACCOMPLISHMENTS IN FY93/94

Home Health Services continued to provide excellent care to homebound patients in Solano County. We recruited and oriented one new subcontractor to provide Physical Therapy, and one new subcontractor to provide Speech Therapy. We recruited and oriented two new District Home Health Nurses, and promoted one nurse to the Senior Home Health Nurse. We are currently updating the Policy and Procedure Manual and preparing for JCAH accreditation.

GOALS AND OBJECTIVES FOR FY94/95

* To provide skilled services to clients determined to be in need of home health services according to the admission criteria.

* To provide home health services to clients through the Managed Care system in Solano County.

* To prepare for JCAH accreditation in 1994/96.

* To ensure that the highest possible quality of care is provided by selecting appropriate staff, providing training and conducting a quality assurance program.

* To conduct a community education program so that the lay and professional community are aware of the benefits of home health care.

DEPARTMENTAL BUDGET REQUEST

The Requested Budget reflects a reduction in expenditures of $33,636 or 3% and a reduction in revenues of $41,261 or 3%. The County share of the program for FY94/95 is $101,124. As in previous years, the County pays for the portions of service that are not reimbursed by Medi-Cal and Medi-Care.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

In FY93/94, Home Health was Fund 50, Budget Number 3980. In FY92/93, Home Health was Fund 50, Budget Number 4200. FY 94/95 Home Health is in Fund 50, Budget Unit 7980.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no pending policy issues for this Budget.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

SPECIAL AVIATION
BUDGET 9050

Fund: 310 Special Aviation
Function: Public Ways & Facilities
Activity: Transportation

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 11
OPERATION OF ENTERPRISE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$48,946	$44,529	$110,000	$110,000	$110,000
TOTAL OPERATING REVENUE	**$48,946**	**$44,529**	**$110,000**	**$110,000**	**$110,000**
RENT,UTILITIES & OTHER	$0	$13,089	$0	$0	$0
TOTAL OPERATING EXPENSE	**$0**	**$13,089**	**$0**	**$0**	**$0**
*** NET OPERATING INCOME (LOSS) ***	**$48,946**	**$31,440**	**$110,000**	**$110,000**	**$110,000**
INTEREST REVENUE	$1,301	$23,902	$1,500	$1,500	$1,500
OPERATING GRANTS	0	0	0	0	0
OPERATING TRANSFERS IN	13,000	0	0	0	0
TOTAL NON-OPERATING REVENUE	**$14,301**	**$23,902**	**$1,500**	**$1,500**	**$1,500**
INTEREST EXPENSE	$28,368	$25,669	$48,483	$48,483	$48,483
TOTAL NON-OPERATING EXPENSE	**$28,368**	**$25,669**	**$48,483**	**$48,483**	**$48,483**
*** NET NON-OPERATING INCOME (LOSS) ***	**($14,067)**	**($1,767)**	**($46,983)**	**($46,983)**	**($46,983)**
NET GAIN/(LOSS)	**$34,879**	**$29,673**	**$63,017**	**$63,017**	**$63,017**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This budget is for the purpose of recording loans and grants from the State for hangars and other State-funded projects including annual grants. All income from rental of the subject hangars must be placed in this budget and used to retire the loan.

MAJOR ACCOMPLISHMENTS IN FY93/94

A loan for $450,000 was obtained from the State to build 20 more hangars. The hangars will be completed in late FY93/94 or early FY94/95.

GOALS AND OBJECTIVES FOR FY94/95

N/A.

WORKLOAD INDICATORS

The 20 hangars will be completed during FY94/95. We will continue to have a waiting list for hangars even after the construction of these hangars.

DEPARTMENTAL BUDGET REQUEST

The Department's Requested Budget shows a decrease in expenses of ($406,618), or (79%), and revenues of ($427,500) or (83%) over FY93/94. This decrease is due to a loan amount of $450,000 that was used to purchase 20 additional airport hangers in FY93/94.

Other charges of $106,550 reflects loan payments for the first set of 20 hangers constructed in FY93/94, and the second set of 20 hangers that will be constructed and the first payment made in FY94/95.

Revenues reflect an increase of $22,500 over the prior year due to rental revenues from construction of the 20 hangers to be completed by Fall of 1994.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as proposed.

VALLEJO VETS BUILDING
BUDGET 7150

Fund: 375 Vets Memorial Building
Function: Recreation & Cultural Services
Activity: Veterans Memorial

BIRGITTA CORSELLO
Director of General Services

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 11
OPERATION OF ENTERPRISE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$76,928	$69,921	$57,090	$57,090	$57,090
TOTAL OPERATING REVENUE	**$76,928**	**$69,921**	**$57,090**	**$57,090**	**$57,090**
SALARIES AND EMPLOYEE BENEFITS	$42,001	$38,063	$34,443	$34,443	$34,443
MAINTENANCE	27,098	22,531	12,500	12,500	12,500
MATERIALS AND SUPPLIES	393	192	120	120	120
INSURANCE	4,863	433	4,476	4,476	4,476
RENT,UTILITIES & OTHER	28,813	61,054	72,805	72,805	72,805
DEPRECIATION	1,428	1,258	1,258	1,258	1,258
TOTAL OPERATING EXPENSE	**$104,596**	**$123,531**	**$125,602**	**$125,602**	**$125,602**
*** NET OPERATING INCOME (LOSS) ***	**($27,668)**	**($53,610)**	**($68,512)**	**($68,512)**	**($68,512)**
INTEREST REVENUE	$1,657	$607	$0	$0	$0
OPERATING TRANSFERS IN	0	8,080	0	0	0
TOTAL NON-OPERATING REVENUE	**$1,657**	**$8,687**	**$0**	**$0**	**$0**
INTEREST EXPENSE	$0	$421	$0	$0	$0
TOTAL NON-OPERATING EXPENSE	**$0**	**$421**	**$0**	**$0**	**$0**
*** NET NON-OPERATING INCOME (LOSS) ***	**$1,657**	**$8,266**	**$0**	**$0**	**$0**
NET GAIN/(LOSS)	($26,011)	($45,344)	($67,254)	($68,512)	($68,512)
POSITIONS	**2**	**1.25**	**1.25**	**1.25**	**1.25**

MISSION STATEMENT

The Vallejo Veterans Building budget is administered by the Parks and Grounds Division of the General Services Department. The budgetary funds are used to provide special function and meeting room space to various civic and veterans groups.

MAJOR ACCOMPLISHMENTS IN FY93/94

During FY 1993/94, the Board of Supervisors allocated additional funds for the purchase of new tables and chairs in the basement meeting area. A new gas heating system was also installed, replacing the old and failing steam system.

GOALS AND OBJECTIVES FOR FY94/95

The primary goal for FY 1994/95 is to work with the Vallejo Arts Foundation in an attempt to transition the maintenance and operation of the facility from the County to the Foundation. Various studies are presently underway to determine the feasibility of that approach.

WORKLOAD INDICATORS

The Vallejo Veterans Building budget provides for the building maintenance, janitorial service and utilities necessary to operate the 44,000 square foot, three-story building.

DEPARTMENTAL BUDGET REQUEST

This Division's Requested Budget reflects a $10,135 or 8.8% increase in expenditures and a ($3,691) or (6.1%) decrease in revenues for an overall funding shortfall.

Decreased operating expenditures are due to lower Household Expense and Maintenance costs, offset by an increase in Administrative Overhead (A-87) of $30,622. The reduction in revenues is due to the elimination of $9,852 PERS rebate budgeted in FY 1993/94 and the decrease of $8,080 Operating Transfer In for FY 1993/94 seismic study.

CAO RECOMMENDATION

We recommend approval of the Requested Budget. However, we recommend that the Department look at the possibility of raising the building use charges to mitigate some of this funds deficit.

SIGNIFICANT BUDGET CHANGES

There are no significant changes other than this budget continues to operate in the red.

PENDING ISSUES AND POLICY CONSIDERATIONS

As mentioned above, the County will continue to work with the Vallejo Arts Foundation in an attempt to transfer the maintenance and operation of the facility from the County to the Foundation. Currently, the Foundation is reviewing a seismic study that was done of the building to determine whether it would be financially possible for them to take it over. That decision was still pending at the time of this writing and we hope to have more information at the time of budget hearings.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

FINAL BOARD ACTION

The Board approved the Budget as aproved with the following changes:

* Directed staff to work with the Vallejo Arts Foundation to transfer operation of the building to them and bring back a proposal to do so to your Board of Supervisors within one month.
* Once the agreement is approved, a transfer will be done from General Fund Contingencies to eliminate the deficit in this Budget.

PRIMARY CARE CLINIC
BUDGET 3970

Fund: 428 Primary Care Clinic
Function: Health & Sanitation
Activity: Hospital Care

DON ROWE, Director
Health & Social Services

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 11
OPERATION OF ENTERPRISE FUND
OPERATIONAL STATEMENT
FOR FISCAL YEAR 1994-1995

OPERATING DETAIL	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
CHARGES FOR SERVICES	$1,048,034	$998,289	$0	$0	$0
TOTAL OPERATING REVENUE	**$1,048,034**	**$998,289**	**$0**	**$0**	**$0**
SALARIES AND EMPLOYEE BENEFITS	$836,257	$911,424	$0	$0	$0
MAINTENANCE	7,137	5,256	0	0	0
MATERIALS AND SUPPLIES	166,346	101,076	0	0	0
INSURANCE	80,546	12,480	0	0	0
RENT,UTILITIES & OTHER	597,253	1,762,119	0	0	0
INTRA-FUND TRANSFER	20,590	5,581	0	0	0
DEPRECIATION	13,010	12,193	0	0	0
TOTAL OPERATING EXPENSE	**$1,721,139**	**$2,810,129**	**$0**	**$0**	**$0**
*** NET OPERATING INCOME (LOSS) ***	**($673,105)**	**($1,811,840)**	**$0**	**$0**	**$0**
INTEREST REVENUE	$0	$0	$0	$0	$0
OPERATING GRANTS	0	0	0	0	0
OPERATING TRANSFERS IN	327,171	2,083,864	0	0	0
GAIN(LOSS) ON SALE OF F/A	0	0	0	0	0
OTHER REVENUES	0	0	0	0	0
TOTAL NON-OPERATING REVENUE	**$327,171**	**$2,083,864**	**$0**	**$0**	**$0**
INTEREST EXPENSE	$51,343	$48,468	$0	$0	$0
OPERATING TRANSFERS OUT	9,832	0	0	0	0
TOTAL NON-OPERATING EXPENSE	**$61,175**	**$48,468**	**$0**	**$0**	**$0**
*** NET NON-OPERATING INCOME (LOSS) ***	**$265,996**	**$2,035,396**	**$0**	**$0**	**$0**
NET GAIN/(LOSS)	**($407,109)**	**$223,556**	**$0**	**$0**	**$0**
POSITIONS	**28**	**0**	**0**	**0**	**0**

CAO RECOMMENDATION

This budget has been transferred to the Public Health Division of the Health and Social Services Department as part of the Family Health Services Clinic, Fund 902, Budget Unit 7500.

SPECIAL DISTRICTS GOVERNED BY THE BOARD OF SUPERVISORS

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 13
BUDGET SUMMARY FOR SPECIAL DISTRICTS
FOR THE FISCAL YEAR 1994-1995

DISTRICT & FUND	Fund Balance Unreserved Undesignated 06/13/94	Cancellation of Prior Year Reserves	Estimated Additional Financing Sources	Total Available Financing	Estimated Financing Uses	Total Financing Requirement
41 COUNTY SERVICE AREA S-4	$261	$1,736	$1,751	$3,748	$3,748	$3,748
42 COUNTY SERVICE AREA S-5	3,199	6,876	12,072	22,147	22,147	22,147
43 COUNTY SERVICE AREA S-6	1,840	30,457	10,771	43,068	43,068	43,068
45 COUNTY SERVICE AREA S-8	545	26,009	11,680	38,234	38,234	38,234
154 ELMIRA STREET LIGHTING	518	21,336	5,146	27,000	27,000	27,000
155 GREEN VALLEY LIGHTING	(1,793)	6,848	2,916	7,971	7,971	7,971
156 BENICIA ROAD LIGHTING	748	3,015	3,710	7,473	7,473	7,473
157 SANDY BEACH LIGHTING	416	4,447	2,243	7,106	7,106	7,106
TOTAL	$5,734	$100,724	$50,289	$156,747	$156,747	$156,747

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 14
ANALYSIS OF FUND BALANCE UNRESERVED/UNDESIGNATED
AS OF JUNE 30, 1994

DISTRICT & FUND	ACTUAL FUND BALANCE AS OF 06/30/94	ENCUMBRANCES	GENERAL AND OTHER RESERVES	DESIGNATIONS	ACTUAL FUND BALANCE UNRESERVED UNDESIGNATED 06/30/94
41 COUNTY SERVICE AREA S-4	$1,997		$1,736		$261
42 COUNTY SERVICE AREA S-5	10,415		7,216		3,199
43 COUNTY SERVICE AREA S-6	32,297		30,457		1,840
45 COUNTY SERVICE AREA S-8	26,554		26,009		545
154 ELMIRA STREET LIGHTING	21,854		21,336		518
155 GREEN VALLEY LIGHTING	5,055		6,848		(1,793)
156 BENICIA ROAD LIGHTING	3,763		3,015		748
157 SANDY BEACH LIGHTING	4,863		4,447		416
TOTAL	$106,798		$101,064		$5,734

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 15
DETAIL OF PROVISIONS FOR RESERVES/DESIGNATIONS
OF SPECIAL DISTRICTS
FOR THE FISCAL YEAR 1994-1995

DISTRICT & FUND	RESERVES DESIGNATION BALANCE 06/30/94	RECOMMEND	APPROVED ADOPTED BY GOVERNING BOARD	RECOMMEND	APPROVED ADOPTED BY GOVERNING BOARD	TOTAL RESERVES DESIGNATED FOR BUDGET YEAR	FUND
COUNTY SERVICE AREA S-4							041
GENERAL	$1,736		$1,736			$0	
COUNTY SERVICE AREA S-5							042
GENERAL	7,216		6,876			340	
COUNTY SERVICE AREA S-6							043
GENERAL	30,457		30,457			0	
COUNTY SERVICE AREA S-8							045
GENERAL	26,009		26,009			0	
ELMIRA STREET LIGHTING							154
GENERAL	21,336		21,336			0	
GREEN VALLEY STREET LIGHTING							155
GENERAL	6,848		6,848			0	
BENICIA ROAD LIGHTING							156
GENERAL	3,015		3,015			0	
SANDY BEACH LIGHTING							157
GENERAL	4,447		4,447			0	
TOTAL	$101,064		$100,724			$340	

COUNTY SERVICE AREA S4

BUDGET 9839

Fund: 41 County Service Area S4
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transporation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

FINANCING REQUIREMENTS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
SERVICES AND SUPPLIES	$1,304	$1,175	$477	$477	$3,248
OTHER CHARGES	0	0	500	500	500
APPROP FOR CONTINGENCIES	0	0	1,739	1,739	0
TOTAL AVAILABLE FINANCING	1,304	1,175	2,716	2,716	3,748
POSITIONS	**0**	**0**	**0**	**0**	**0**

COUNTY SERVICE AREA S4
BUDGET 9839

Fund: 41 County Service Area S4
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

SUMMARY BY SOURCE	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
FUND BALANCE	$0	$0	$986	$986	$1,997
TAXES	1,413	1,555	1,575	1,575	1,595
REVENUE FROM USE OF MONEY/PROP	103	106	120	120	120
INTERGOVERNMENTAL REV STATE	35	37	35	35	36
TOTAL AVAILABLE FINANCING	**$1,551**	**$1,698**	**$2,716**	**$2,716**	**$3,748**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

County Service Area S4 provides for overhead street lighting in the Willotta Oaks area west of Fairfield. This budget functions as a pass-through account for the portion of Property Taxes derived from Service Area S4 that must be used to pay the costs of maintaining and providing electricity for the street lights in the district.

MAJOR ACCOMPLISHMENTS IN FY93/94

This Service Area has made a deposit for the purchase of lighting fixtures and/or poles from PG&E. The Service Area only purchase fixtures if the lights share poles with other utilities such as telephone wires.

GOALS AND OBJECTIVES FOR FY94/95

Determine the most cost-effective way to maintain the street lights we now own. In the past this was done by PG&E. We now have the option of either contracting out the work to PG&E, other agencies, or to the Transportation Department.

WORK LOAD INDICATORS

There are 10 street lights in this service area. The work to be done consists of checking over and paying the utility bills from PG&E.

DEPARTMENT BUDGET REQUESTS

The Requested Budget reflects an increase of $640 or 31% over the FY93/94 Final Budget. Included for the first time are overhead charges from the Transportation's Department for managing the budget. Of the $2,716 in the Requested Budget, $1,739 will be transferred to reserves.

PG&E has changed the utility rates, however, given that this change has been in effect only for a month, adjustments may be necessary before the Final Budget is approved.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

Adjustments to this budget will be necessary prior to Final Budget hearings .

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

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COUNTY SERVICE AREA S5

BUDGET 9840

JOHN GRAY
Director of Transportation

Fund: 42 County Service Area S5
Function: Public Ways & Facilities
Activity: Public Ways

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

FINANCING REQUIREMENTS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
SERVICES AND SUPPLIES	$6,703	$6,204	$2,660	$2,660	$21,647
OTHER CHARGES	0	0	500	500	500
APPROP FOR CONTINGENCIES	0	0	16,055	16,055	0
TOTAL AVAILABLE FINANCING	**$6,703**	**$6,204**	**$19,215**	**$19,215**	**$22,147**
POSITIONS	**0**	**0**	**0**	**0**	**0**

COUNTY SERVICE AREA S5
BUDGET 9840

Fund: 42 County Service Area S5
Function: Public Ways and Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

SUMMARY BY SOURCE	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
FUND BALANCE	$0	$0	$9,200	$9,200	$10,075
TAXES	1,330	3,932	3,575	3,575	10,529
REVENUE FROM USE OF MONEY/PROP	401	563	600	600	600
INTERGOVERNMENTAL REV STATE	210	263	240	240	258
CHARGES FOR SERVICES	4,260	5,627	5,600	5,600	685
TOTAL AVAILABLE FINANCING	$6,201	$10,385	$19,215	$19,215	$22,147
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

County Service Area S5 provides for overhead street lighting in the Unincorporated area that is west of Glen Cove Road and south of I-780, near Vallejo. This budget functions as a pass-through account for the portion of Property Taxes derived from Service Area S5 that must be used to pay the costs of maintaining and providing electricity for street lights in the district.

MAJOR ACCOMPLISHMENTS IN FY93/94

This Service Area made a deposit for the purchase of lighting fixtures and/or poles from PG&E. The Area will only purchase fixtures if the lights share poles with other utilities such as telephone wires.

GOALS AND OBJECTIVES FOR FY94/95

Determine the most cost-effective way to maintain the street lights we now own. In the past this was done by PG&E. We now have the option of either contracting out the work to PG&E, other agencies or the Transportation Department.

WORK LOAD INDICATORS

There are 57 street lights in this service area. The work consists of reviewing and paying the utility bills from PG&E , as well as maintaining the street lights.

DEPARTMENTAL BUDGET REQUESTS

The Department's Reqeusted Budget reflects an increase of $5,812 or 43% over the prior fiscal year. For the first time, this budget includes a $500 overhead charge from the Transportation Department for managing the budget. Of the $19,215, approximately $16,055 will be placed in reserves. PG&E has already changed the utility rates, however, given that these rates have been in effect only for a month, adjustments to the budget may be necessary before the Final Budget is approved.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

Adjustments to the budget will be necessary prior to the Final budget hearings.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

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COUNTY SERVICE AREA S6

Budget 9841

Fund: 43 County Service Area S6
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

SUMMARY BY SOURCE	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
FUND BALANCE	$0	$0	$12,946	$12,946	$32,297
TAXES	7,080	8,327	8,350	8,350	8,582
REVENUE FROM USE OF MONEY/PROP	1,897	2,097	2,000	2,000	2,000
INTERGOVERNMENTAL REV STATE	171	194	190	190	189
TOTAL AVAILABLE FINANCING	**$9,148**	**$10,618**	**$23,486**	**$23,486**	**$43,068**
POSITIONS	**0**	**0**	**0**	**0**	**0**

COUNTY SERVICE AREA S6
BUDGET 9841

Fund: 43 County Service Area S6
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transporation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

FINANCING REQUIREMENTS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
SERVICES AND SUPPLIES	$5,256	$5,124	$2,450	$2,450	$42,568
OTHER CHARGES	0	0	500	500	500
APPROP FOR CONTINGENCIES	0	0	20,536	20,536	0
TOTAL AVAILABLE FINANCING	**$5,256**	**$5,124**	**$23,486**	**$23,486**	**$43,068**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

County Service Area S6 provides for overhead street lighting near Vallejo that is in the unincorporated area south of Benicia Road and west of I-80. This budget functions as a pass-through account for the portion of Property Taxes derived from Service Area S6 that must be used to pay the costs of maintaining and providing electricity for the street lights in the District.

MAJOR ACCOMPLISHMENTS IN FY93/94

This Service Area has made a deposit for the purchase of lighting fixtures and/or poles from PG&E. The Area will only purchase fixtures if the lights share poles with other utilities such as telephone wires.

GOALS AND OBJECTIVES FOR FY94/95

Determine the most cost-effective way to maintain the street lights we now own. In the past this was done by PG&E. We now have the option of either contracting out the work to PG&E, other agencies or to the Transportation department.

WORK LOAD INDICATORS

There are 50 street lights in this service area. The work to be done consists of reviewing and paying the utility bills from PG&E as well as maintaining the street lights.

DEPARTMENTAL BUDGET REQUESTS

The Department's Requested Budget reflects a $6,939 or 42% increase over the FY93/94 Final Budget. For the first time, this budget includes a $500 overhead charge from the Transportation Department for managing this budget. Of the $23,486, $20,536 will be placed in reserves. PG&E has already changed the utility rates; however, given that this change has been in effect for only a month, adjustments to the budget may be necessary before the Final Budget is approved.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Requested Budget is based on paying utility bills for only one month after rate reductions. Adjustments to the budget will be necessaryprior to Final Budget hearings.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

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COUNTY SERVICE AREA S8

Budget 9843

Fund: 45 County Service Area S8
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

FINANCING REQUIREMENTS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
SERVICES AND SUPPLIES	$6,082	$5,796	$2,660	$2,660	$37,734
OTHER CHARGES	0	0	500	500	500
APPROP FOR CONTINGENCIES	0	0	18,590	18,590	0
TOTAL AVAILABLE FINANCING	$6,082	$5,796	$21,750	$21,750	$38,234
POSITIONS	**0**	**0**	**0**	**0**	**0**

COUNTY SERVICE AREA S8
BUDGET 9843

Fund: 45 County Service Area S8
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

SUMMARY BY SOURCE	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
FUND BALANCE	$0	$0	$12,500	$12,500	$26,554
TAXES	3,719	3,297	3,260	3,260	9,392
REVENUE FROM USE OF MONEY/PROP	1,451	1,653	750	750	1,500
INTERGOVERNMENTAL REV STATE	231	231	240	240	226
CHARGES FOR SERVICES	$3,844	$4,942	$5,000	$5,000	$562
TOTAL AVAILABLE FINANCING	$9,245	$10,123	$21,750	$21,750	$38,234
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

County Service Area S8 provides for overhead street lighting near Vallejo that is in the unincorporated area that is north of Benicia Road and Orchard Drive. This budget functions as a pass-through account for the portion of Property Taxes derived from Service Area S8 that must be used to pay the costs of maintaining and providing electricity for the street lights in the district.

MAJOR ACCOMPLISHMENTS IN FY93/94

This Service Area has made a deposit for the purchase of lighting fixtures and/or poles from PG&E. The Area will only purchase fixtures if the lights share poles with other utilities such as telephone wires.

GOALS AND OBJECTIVES FOR FY94/95

Determine the most cost-effective way to maintain the street lights we now own. In the past this was done by PG&E. We now have the option of contracting out the work to PG&E, other agencies, or to the Transportation Department.

WORK LOAD INDICATORS

There are 55 street lights in this service area. The work to be done consists of reviewing and paying the utility bills from PG&E, as well as maintaining the street lights.

DEPARTMENTAL BUDGET REQUESTS

The Department's Requested Budget reflects a $2,183 or 11% increase over FY93/94 Final Budget. For the first time, this budget includes a $500 overhead charge from the Transportation Department for managing this budget. Of the $21,750, $18,590 will be placed in reserves. PG&E has already changed the utility rates; however, given the limited history of the new rates, adjustments to the budget may be necessary before approval of the final budget.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

Adjustments to the budget will be necessary prior to the Final Budget hearings.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

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BENICIA ROAD LIGHTING DISTRICT

BUDGET 9845

Fund: 156 Benicia Road Lighting Dist.
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

FINANCING REQUIREMENTS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
SERVICES AND SUPPLIES	$2,967	$2,651	$1,660	$1,660	$6,973
OTHER CHARGES	0	0	500	500	500
APPROP FOR CONTINGENCIES	0	0	2,857	2,857	0
TOTAL AVAILABLE FINANCING	**$2,967**	**$2,651**	**$5,017**	**$5,017**	**$7,473**
POSITIONS	**0**	**0**	**0**	**0**	**0**

BENICIA ROAD LIGHTING DISTRICT
BUDGET 9845

Fund: 156 Benicia Road Lighting Dist.
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

SUMMARY BY SOURCE	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994- FINAL ADOPTED
FUND BALANCE	$0	$0	$1,404	$1,404	$3,763
TAXES	2,906	3,327	3,343	3,343	3,433
REVENUE FROM USE OF MONEY/PROP	209	200	200	200	200
INTERGOVERNMENTAL REV STATE	71	78	70	70	77
INTERGOVERNMENTAL REV FEDERAL	0	0	0	0	0
TOTAL AVAILABLE FINANCING	$3,186	$3,605	$5,017	$5,017	$7,473
POSITIONS	0	0	0	0	0

MISSION STATEMENT

This Road Lighting District provides for overhead street lighting on Benicia Road west of Lemon Street. This budget functions as a pass-through account for the portion of Property Taxes derived from this district that must be used to pay the costs of maintaining and providing electricity for the street lights in the district.

MAJOR ACCOMPLISHMENTS IN FY93/94

This Lighting District has made a deposit for the purchase of lighting fixtures and/or poles from PG&E. The District will only purchase fixtures if the lights share poles with other utilities such as telephone wires.

GOALS AND OBJECTIVES FOR FY94/95

Determine the most cost-effective way to maintain the street lights we now own. In the past this was done by PG&E. We now have the option of contracting out the work to PG&E, other agencies or to the Transportation Department.

WORK LOAD INDICATORS

There are 17 street lights in this district area. The work to be done consists of reviewing and paying the utility bills from PG&E, and maintaining the street lights.

DEPARTMENTAL BUDGET REQUESTS

The Department's Requested Budget reflects a $1,219 or 32% increase over FY93/94 Final Budget. For the first time, this budget includes a $500 overhead charge from the Transportation Department for managing this budget. Of the $5,017, approximately $2,857 will be placed in reserves. PG&E has already changed the utility rates; however, given the limited history of the new rates, adjustments to the budget may be necessary before approval of the Final Budget.

CAO RECOMMENDTION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

Adjustments to the budget will be necessary prior to the Final Budget hearings.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

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SANDY BEACH LIGHTING DISTRICT
BUDGET 9846

Fund: 157 Sandy Beach Lighting Dist.
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

FINANCING REQUIREMENTS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
SERVICES AND SUPPLIES	$1,276	$1,401	$1,115	$1,115	$6,606
OTHER CHARGES	(5,756)	(7)	500	500	500
APPROP FOR CONTINGENCIES	0	0	2,176	2,176	0
TOTAL AVAILABLE FINANCING	**($4,480)**	**$1,394**	**$3,791**	**$3,791**	**$7,106**
POSITIONS	**0**	**0**	**0**	**0**	**0**

SANDY BEACH LIGHTING DISTRICT
BUDGET 9846

Fund: 157 Sandy Beach Lighting Dist.
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

SUMMARY BY SOURCE	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
FUND BALANCE	$0	$0	$1,613	$1,613	$4,863
TAXES	1,628	1,850	1,832	1,832	1,900
REVENUE FROM USE OF MONEY/PROP	198	307	300	300	300
INTERGOVERNMENTAL REV STATE	40	44	46	46	43
TOTAL AVAILABLE FINANCING	**$1,866**	**$2,201**	**$3,791**	**$3,791**	**$7,106**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This Road Lighting District provides for overhead street lighting in the unincorporated area of Sandy Beach near Vallejo. This budget functions as a pass-through account for the portion of Property Taxes derived from this district that must be used to pay the costs of maintaining and providing electricity for the street lights in the district.

MAJOR ACCOMPLISHMENTS IN FY93/94

This Lighting District has made a deposit for the purchase of lighting fixtures and/or poles from PG&E. The District will only purchase fixtures if the lights share poles with other utilities such as telephone wires.

GOALS AND OBJECTIVES FOR FY94/95

Determine the most cost-effective way to maintain the street lights we now own. We now have the option of either contracting out the work to PG&E, other agencies, or to the Transportation Department.

WORK LOAD INDICATORS

There are 13 street lights in this district area. The work to be done consists of reviewing and paying the utility bills from PG&E as well as maintaining the street lights.

DEPARTMENTAL BUDGET REQUESTS

The Department's Requested Budget reflects a $1,074 or 40% increase over the FY93/94 Final Budget. For the first time, this budget includes a $500 overhead charge from the Transportation Department for managing this budget. Of the $3,791, approximately $2,176 will be placed in reserves. PG&E has already changed the utility rates; however, given the limited history of these rates, adjustments to the budget may be necessary before approval of the final budget.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

Adjustments to the budget will be necessary prior to the Final Budget hearings.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.

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ELMIRA STREET LIGHTING DISTRICT
BUDGET 9847

Fund: 154 Elmira Street Lighting Dist.
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

FINANCING REQUIREMENTS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
SERVICES AND SUPPLIES	$1,586	$1,665	$815	$815	$26,500
OTHER CHARGES	0	0	500	500	500
APPROP FOR CONTINGENCIES	0	0	12,205	12,205	0
TOTAL AVAILABLE FINANCING	**$1,586**	**$1,665**	**$13,520**	**$13,520**	**$27,000**
POSITIONS	**0**	**0**	**0**	**0**	**0**

ELMIRA STREET LIGHTING DISTRICT

Budget 9847

Fund: 154 Elmira Street Lighting Dist.
Function Public Ways & Facilities
Activity Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

SUMMARY BY SOURCE	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
FUND BALANCE	$0	$0	$8,500	$8,500	$21,854
TAXES	3,499	3,568	3,540	3,540	3,669
REVENUE FROM USE OF MONEY/PROP	1,270	1,462	1,400	1,400	1,400
INTERGOVERNMENTAL REV STATE	81	79	80	80	77
TOTAL AVAILABLE FINANCING	**$4,850**	**$5,109**	**$13,520**	**$13,520**	**$27,000**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This Road Lighting District provides for overhead street lighting in the unincorporated areas near Elmira. This budget functions as a pass-through account for the portion of Property Taxes derived from this district that must be used to pay the costs of maintaining and providing electricity for the street lights in the district.

MAJOR ACCOMPLISHMENTS IN FY93/94

This Lighting District has made a deposit for the purchase of lighting fixtures and/or poles from PG&E. The District will only purchase fixtures if the lights share poles with other utilities such as telephone wires.

GOALS AND OBJECTIVES FOR FY94/95

Determine the most cost-effective way to maintain the street lights we now own. In the past this was done by PG&E. We now have the option of either contracting out the work to PG&E, other agencies, or to the Transportation Department.

WORK LOAD INDICATORS

There are 16 street lights in this district area. The work to be done consists of reviewing and paying the utility bills from PG&E and maintaing the street lights.

DEPARTMENTAL BUDGET REQUESTS

The Department's Requested Budget reflects a $1,089 or 9% increase over the FY93/94 Final Budget. For the first time, this budget includes a $500 overhead charge from the Transportation Department for managing this budget. Of the $13,520, approximately $12,205 will be placed in reserves. PG&E has already changed the utility rates; however, given the limited history of the rates, adjustments to the budget may be necessary before approval of the Final Budget.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

Adjustments to the budget will be necessary prior Final Budget hearings.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the Proposed Budget.

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GREEN VALLEY LIGHTING DISTRICT

BUDGET 9848

Fund: 155 Green Valley St. Lighting Dist.
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

FINANCING REQUIREMENTS	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
SERVICES AND SUPPLIES	$2,668	$4,386	$1,645	$1,645	$7,471
OTHER CHARGES	0	0	500	500	500
APPROP FOR CONTINGENCIES	0	0	2,582	2,582	0
TOTAL AVAILABLE FINANCING	$2,668	$4,386	$4,727	$4,727	$7,971
POSITIONS	**0**	**0**	**0**	**0**	**0**

GREEN VALLEY LIGHTING DISTRICT
BUDGET 9848

Fund: 155 Green Valley St. Lighting Dist.
Function: Public Ways & Facilities
Activity: Public Ways

JOHN GRAY
Director of Transportation

COUNTY OF SOLANO
STATE OF CALIFORNIA SCHEDULE 16
SPECIAL DISTRICTS BUDGET DETAIL
GOVERNED BY THE BOARD OF SUPERVISORS
BUDGET FOR FISCAL YEAR 1994-1995

SUMMARY BY SOURCE	1992-93 ACTUALS	1993-94 ACTUALS	1994-95 DEPT REQUESTED	1994-95 CAO RECOMMEND	1994-95 FINAL ADOPTED
FUND BALANCE	$0	$0	$1,661	$1,661	$5,055
TAXES	2,172	2,506	2,506	2,506	2,578
REVENUE FROM USE OF MONEY/PROP	511	392	500	500	280
INTERGOVERNMENTAL REV STATE	54	59	60	60	58
TOTAL AVAILABLE FINANCING	**$2,737**	**$2,957**	**$4,727**	**$4,727**	**$7,971**
POSITIONS	**0**	**0**	**0**	**0**	**0**

MISSION STATEMENT

This Road Lighting District provides for overhead street lighting in the unincorporated areas specified near Green Valley. This budget functions as a pass-through account for the portion of Property Taxes derived from this district that must be used to pay the costs of maintaining and providing electricity for the street lights in the district.

MAJOR ACCOMPLISHMENTS IN FY93/94

This Lighting District has made a deposit for the purchase of lighting fixtures and/or poles from PG&E. The District will only purchase fixtures if the lights share poles with other utilities such as telephone wires.

GOALS AND OBJECTIVES FOR FY94/95

Determine the most cost-effective way to maintain the street lights we now own. In the past this was done by PG&E. We now have the option of either contracting out the work to PG&E, other agencies or the Transportation Department.

WORK LOAD INDICATORS

There are 23 street lights in this district area. The work to be done consists of reviewing and paying the utility bills from PG&E and maintaining the street lights.

DEPARTMENTAL BUDGET REQUESTS

The Department's Requested Budget reflects a decrease of ($692) or (12.76%) over the FY93/94 Final Budget. For the first time, this budget includes a $500 overhead charge from the Tranportatin Department for managing this budget. Of the $4,727, approximately $2,582 will be placed in reserves. PG&E has already changed the utility rates; however, given the limited history of these rates, adjustments to the budget may be necessary before approval of the final budget.

CAO RECOMMENDATION

We concur with the Department's Requested Budget.

SIGNIFICANT BUDGET CHANGES

None.

PENDING ISSUES AND POLICY CONSIDERATIONS

Adjustments to the budget will be necessary prior to the Final Budget hearings

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The Department Head concurs with the CAO's recommendation.